

Community Development Committee Agenda

Date: Wednesday, 7 December, 2022

Time: 11:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Cr Gavin Benney (Chairperson)
Cr Carol Peters (Deputy Chairperson)
Cr Vince Cocurullo
Cr Nicholas Connop
Cr Ken Couper
Cr Jayne Golightly
Cr Phil Halse
Cr Deborah Harding
Cr Patrick Holmes
Cr Scott McKenzie
Cr Marie Olsen
Cr Simon Reid
Cr Phoenix Ruka
Cr Paul Yovich

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

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2. Apologies / Kore Tae Mai	
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Recommendations contained in the agenda are not the decisions
of the meeting.

Please refer to minutes for resolutions.

Community Development Committee – Terms of Reference

Membership

Chairperson	Councillor Gavin Benney
Deputy Chairperson	Councillor Carol Peters
Members	His Worship the Mayor Vince Cocurullo Councillors Nicholas Connop, Ken Couper, Jayne Golightly, Phil Halse, Deborah Harding, Patrick Holmes, Marie Olsen, Scott McKenzie, Simon Reid, Phoenix Ruka and Paul Yovich
Meetings	Monthly
Quorum	7

Purpose

To oversee functions of Council that interact, support and provide services for the community, including to disburse funds as determined by the Whangarei District Council Grants, Concessions and Loans Policy.

Key responsibilities

- Policy and planning for the provision of community development, culture, arts and heritage and events
- District venues and community events
- Libraries
- Community services
 - Community sector liaison and support (Advisory Groups)
 - Community safety (City Safe, CCTV)
- Pensioner housing
- Property asset management
 - Pensioner housing
 - Forum North
 - Community halls
- Civil Defence Emergency Management
- Heritage, culture, arts and creative industries sector liaison

- Community development led programmes
- Operational accountability of performance including:
 - Health and Safety
 - Regular reporting on service delivery
 - Compliance
 - Sustainability
 - Finance
- Reporting on capital projects
- Procurement – general procurement relating to the areas of business of this committee, within delegations
- Shared services – investigate opportunities for shared services for recommendation to council
- To carry out the funding process in accordance with the Whangarei District Council Grants, Concessions and Loans Policy in an objective, fair and transparent way.
- Council Controlled Organisations (CCOs) – monitoring the financial and non-financial performance of CCOs whose functions would otherwise fall under the scope of this committee. Includes trading CCOs (CCTOs) and those CCOs exempted under the LGA. Responsibilities include:
 - advising on the content of annual Statement of Expectations to CCOs
 - agreement of the Statement of Intent
 - monitoring against the Statement of Intent
 - for exempted CCOs, monitoring and reporting as agreed between Council and the organisation
 - quarterly reporting on performance

CCO accountable to this committee:

- Hatea Art Precinct Trust (HAPT)

Delegations

- (i) All powers necessary to perform the committee's responsibilities, including, but not limited to:
 - a) approval of a submission to an external body.
 - b) establishment of working parties or steering groups.

- c) adoption of strategies and policies relating to the key responsibilities of this committee (except for those that cannot be delegated by Council under Clause 32(1)(f) of Schedule 7 of the Local Government Act (LGA).
- d) the approval of expenditure of less than \$5 million plus GST.
- e) the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction (this allows for setting of fees and bylaw making processes up to but not including adoption).
- f) the power to delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002.

The Committee does not have:

- I. The power to establish sub-committees.
- II. The powers Council is expressly prohibited from delegating as outlined in Clause 32(1)(a)-(h) of Schedule 7 of the Local Government Act 2002; being:
 - the power to make a rate
 - the power to make a bylaw
 - the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
 - the power to adopt a long-term plan, annual plan or annual report
 - the power to appoint a chief executive the power to adopt policies required to be adopted and consulted on under the Local Government 2002 in association with the long-term plan or developed for the purpose of the local governance statement
 - the power to adopt a remuneration and employment policy.

3.1 Grants – Community Fund and Community Facilities Fund 2022

Meeting: Community Development Committee
Date of meeting: 7 December 2022
Reporting officer: Cindy Fields, Community Funding Coordinator

1 Purpose / Te Kaupapa

To determine grant allocations from the 2022 Community Facilities Fund and Round 2 of the 2022-23 Community Fund.

2 Recommendation/s / Whakataunga

That the Community Development Committee

1. Approves grant allocations totalling \$92,984 from the 2022-23 Community Fund as follows:

a. Firebirds Northland Potters Society for new kiln	\$9,000
b. IHC NZ Inc for Music and Arts Therapy Programme	\$3,520
c. NorthAble for kitchen appliances	\$1,964
d. Northland Pacific Islands Charitable Trust for Pasifika Fusion Festival 2023	\$13,000
e. NZ Offshore Powerboat Association for event medic costs	\$2,000
f. Poroti School Board of Trustees for school pool maintenance	\$10,000
g. Surfing for Farmers Charitable Trust for 2023 summer programme	\$5,000
h. Te Pokapu Tiaki Taiao o Te Tai Tokerau for Timebank Coordinators	\$6,000
i. Tikipunga Community Trust for school pool summer opening 2023	\$8,500
j. Totara Grove Playcentre for playground safety matting	\$15,000
k. Weed Action Native Habitat Restoration Trust for SWAT Coordinator	\$9,000
l. Whangarei Heads Citizens Association for seniors' community gatherings	\$2,000
m. Whangarei Men's Shed for entrance canopy	\$8,000

2. Approves grant allocations totalling \$173,032 from the 2022-23 Community Facilities Fund as follows:

a. Kaurihohore Public Hall Society for bathroom repairs and paint	\$3,245
b. Mata Hall Society for interior painting	\$10,000
c. Matapouri Hall Society for shower block	\$10,000
d. Maungakarama Recreation Society for floor scrubbing machine	\$5,263
e. Maungatapere Community Centre for windows and insurance	\$10,000
f. Northland Craft Trust for Art Shed electrical improvements	\$9,000
g. Oakura Hall and Reserve Board for front doors and insurance	\$10,000
h. Oneonesix Trust for kitchen appliances upgrade	\$5,350
i. Onerahi Community Association for power costs	\$4,000
j. Opuawhanga Community Hall for heatpump	\$5,000
k. Otaika Valley Community Hall for paint preparation and doors	\$10,000
l. Parakao Hall Society for heatpumps	\$10,000

m. Parua Bay and Districts Community Centre for fire exits and insurance	\$10,000
n. Ruatangata Public Hall Society for shelving, vacuum, trolley, and cleaner	\$9,482
o. Springfield Domain Hall for toilets and changing room repairs, running costs	\$10,000
p. Taurikura Hall Board for heatpumps	\$10,000
q. Waipu Caledonian Charitable Trust (Celtic Barn) for insurance and power	\$10,000
r. Waipu Public Coronation Hall and Library for insurance, HWC, clean	\$10,000
s. Whananaki Beach RRA for kitchen appliances and verandah blinds	\$10,000
t. Whangarei Heads Citizens Association (McLeod Bay Hall) for driveway	\$8,647
u. Whareora Hall Society for insurance	\$1,000
v. Whatitiri Community Hall for gutterguard and fence	\$2,045

3 Background / Horopaki

Overview and context of Council's Community Funding

Council provides contestable and non-contestable grants through its Community Funding Programme managed by the Community Development department, under the Community Funding Policy (0031).

The Community Funding Programme is approximately \$2.9 million annually in community support provided through the following mechanisms:

- Community Fund (general funding for community purposes)
- Partnership Fund (development of new community facilities)
- District Amenities Fund (annual operating grants)
- Community Associations Fund (for resident and ratepayer groups)
- Community Facilities Fund (for maintenance and operational support of community halls)
- Gen Z Fund (for youth-led community initiatives)
- Community Emergency Recovery Fund (activated when required for emergency support).

The Annual Funding Report 2021-22 (Community Development Committee, 14 September 2022) provides an overview of the support allocated in the last financial year.

Council has other community support mechanisms that are not part of the Community Funding Programme due to their unique criteria and management. These are:

- Creative Communities Scheme (managed by Community Development, arts funding on behalf of Creative New Zealand)
- Community Loans (managed by Community Development, interest-free loans for development of recreation facilities)
- Concessions (facilitated by Community Development, rent concessions for community groups leasing Council-owned facilities – due for review in 2023)
- Event Development Fund (managed by Venues and Events, for new events for the district)
- Waste Minimisation Fund (managed by the Waste team, for initiatives that help to reduce waste going to landfill).

Funding rounds are spread across the financial year and presented to the Community Development Committee for decision when they are due. Some funds are determined under staff delegation or in the case for the Creative Communities Scheme, a community-based grants committee.

Information on Council's funding options are available at www.wdc.govt.nz/funding. Staff are currently working on the funding programme for 2023. We hope to make improvements to the programme to make it easier for community groups to understand and apply.

4 Discussion / Whakawhiti kōrero

4.1 Presented for decision

The Community Facilities Fund and Round 2 of the Community Fund closed 1 November 2022. These are presented here for the Committee's consideration.

The Community Facilities Fund is offered once per year and provides ring-fenced funding for community halls, marae, and other facilities where the "primary purpose is as a venue for hire". The purpose of this Fund is to support maintenance of these facilities, followed by enhancements to improve the facility, and support for running costs such as insurance. The grant maximum is \$10,000.

Round 2 of the Community Fund for 2022-23 is also presented. This Fund is offered four times per year and provides support for a wide range of community initiatives and events. The grant maximum is \$20,000 but most allocations are under \$10,000. This Fund is under a lot of pressure, with requests often being four times the available budget for the round.

4.2 Method of assessment

Significant pressure on Council's funds, particularly on the Community Fund, can make it challenging to select which applications to recommend for support.

The Funding Coordinator has attempted to apply a fair, transparent, equitable, and consistent approach in line with our adopted principles to provide the best outcomes for the community and for Council's available grants budget.

The Funding Coordinator assesses each application based on:

- eligibility and alignment with the Community Funding Policy and Fund-specific criteria
- alignment with Council's vision, community outcomes, Four Well-beings, and funding priorities
- alignment with Council's other strategies and policies
- community need and impact
- readiness of the applicant, risk, and ability to deliver
- available budget and funding priority weightings (see 4.3)
- previous or practiced levels of support for the type of activity that funding is sought for, and
- professional insight.

As demand for Council's support typically exceeds the available budget, further prioritisation may be applied to deliver consistent, fair, and equitable outcomes. When required, preference may be given to:

- local applications and applicants
- volunteer-run organisations
- new applicants
- essential needs such as health and safety and protection of community assets.

4.3 Funding Priorities

The community funding programme has four priority areas for funding as listed below, each with a budget weighting (%). These weightings are a guide to determining how much of the grants budget to allocate across the priority areas.

- Arts, Culture and Heritage (30%) – To support and celebrate the history, language, culture, and art of our diverse communities.
- Recreation and Sport (20%) – To support and deliver a variety of recreation and sporting opportunities for all ages, abilities, and life stages.
- Environment (15%) – To support, celebrate and protect our flora, our fauna, and our special places for current and future generations to enjoy.
- Community Wellbeing (35%) – To support and celebrate happy, healthy, connected communities and individuals.

The weightings reflect funding provided by Council through support mechanisms outside of the funding programme, such as the provision and management of sports fields and facilities through Council's Parks and Recreation department.

The recommended allocations under the Community Fund meet these targets. The Community Facilities Fund supports all these funding priorities.

4.4 Community Fund (Round 2)

Applications received:	22
Total requested:	\$199,370
Applications recommended for support:	13
Total recommended for allocation:	\$92,984

The recommended allocation of \$92,984 is within budget and will leave approximately \$88,000 for each of the two remaining rounds for the 2022-23 year.

Due to some cancelled projects and returned grants (mainly a result of pandemic impacts), as well as minor underspend in other Funds, there is more budget than normal to allocate through the Community Fund. Budget figures are approximate and can fluctuate between rounds. Council is currently tracking to allocate \$350,000 in total for the full 2022-23 year (this includes expected underspend in the Community Facilities Fund below).

All recommendations are within available budget and to keep on track with projected allocations to year end.

4.5 Community Facilities Fund

Applications received:	24
Total requested:	\$206,982
Applications recommended for support:	22
Total recommended for allocation:	\$173,032

There is sufficient budget to meet all eligible requests in full up to the grant maximum of \$10,000. The two applications recommended to be declined are unfortunately not eligible this time.

The remaining budget will be added to the Community Fund budget for allocation within year and is factored into that budget in 4.4.

4.6 Coming up

Planning for the 2023 calendar year and the 2023-24 financial year is underway. Funding rounds for the first half of 2023 will be confirmed by end December. This will include Rounds 3 and 4 of the Community Fund, and Round 3 of the Creative Communities Scheme.

The community funding programme for the second half of 2023 (and the 2023-24 funding year) will be confirmed by 1 April. This is to enable some changes to the programme to make it easier and simpler for community groups to understand what support is available and how to apply. An update on this can be provided to the committee.

5 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

6 Attachments / Ngā Tāpiritanga

1. Assessment of Community Fund Round 2 (November) 2022-23
2. Assessment of Community Facilities Fund 2022-23
3. Community Funding Policy 0031

Assessment of Community Fund Round 2 (November) 2022-23

Community Fund applications received	Priority	Recommendation
Age Concern Whangarei Requesting \$3,967 for their annual IT support costs. This is a regular activity that the applicant has managed within budget, with no clear need or impact demonstrated. Council has been happy to provide support in recent years to this group that works with seniors in our community. However, given the pressure on funds, it is recommended to give priority to other applications this time.	CW	Decline
Firebirds Northland Potters Society Requesting \$10,000 to purchase a second kiln for pottery firing. This is in response to growth in group numbers (currently 60) and the long delays (2-3 weeks) for kiln availability. The total cost is currently \$18k but this continues to increase. The group have \$8k to contribute. This is an informal group of enthusiasts operating out of Reyburn House art studios. To help the growth of this group and the pottery community as a whole, and in recognition of their fundraising efforts for the kiln, it is proposed to support this request. Support to \$9k is recommended due to the pressure on funds, understanding that the group should be able to source the remainder.	ACH	\$ 9,000
Hikurangi Friendship House CT Requesting \$9,097 for a new sump and stormwater connection at Hikurangi library (10a King St) and on adjoining private property. This request requires more information and discussion which was not possible within the timeframe of the funding round. It is recommended for decline at this time. Staff will follow up with applicant.	CW	Decline
IHC NZ Requesting \$3,520 for 20 group music and art therapy sessions for young children with intellectual disabilities, in terms 1 and 2 of 2023. The workshops would be for 8-10 children up to the age of 8. The programme would be free and the IHC Family-Liaison in Whangarei would coordinate with families in need to participate in the programme. This is a reasonable request supporting some of the most vulnerable members of our community. It is recommended for support.	CW	\$ 3,520

Community Fund applications received	Priority	Recommendation
<p>Lions Club of Whangarei Community Project Charitable Trust Requesting \$2,265 to facilitate the Christmas Lights Trail.</p> <p>The Christmas Lights Trail is about collating and mapping houses or other locations for the public to visit. Prizes are awarded for best decorations. It proved popular last year, particularly in lieu of a parade due to the pandemic. This application is problematic in that no budget was provided and only one quote (media quote for \$1100 with The Hits noted as primary sponsor), as well as no clear date for starting. Given Fund outcomes won't be confirmed until 9 December and grants paid a few weeks later, this may be too late for the applicant and like to make it retrospective - and therefore ineligible. The applicant was asked to confirm start date and provide budget/quotes/evidence of costs but nothing was received. Recommend that this application is declined due to retrospective expenses being ineligible, and the application being incomplete.</p>	CW	Decline
<p>NorthAble Requesting \$1,964 for the purchase of a new cooker and extraction system.</p> <p>This is to support the LYNKZ programme cooking skills classes. NorthAble's LYNKZ community participation program offers a varied of activities for disabled people in the community to learn life skills, engage in activities, and overcome barriers to community participation. Part of the programme is weekly cooking classes. Their current cooker is old and not user friendly for their clientele, and the extraction system is inadequate, often resulting in false fire alarms. Modest request supporting community participation and access, as well as safety.</p>	CW	\$ 1,964
<p>Northland Pacific Islands Charitable Trust (Fale Pasifika) Requesting \$20,000 for the Pasifika festival at Hihiaua Peninsula in March 2023.</p> <p>Particularly the stage and sound expenses. Total project budget is \$78k. This festival celebrates the food, language, art, music and dance of Pacific island nations, and is a popular, colourful event for the district. The Trust is in a very strong financial position, with \$800k in bank and regular large surpluses. Partial support recommended.</p>	ACH	\$ 13,000

Community Fund applications received	Priority	Recommendation
<p>Northland Show Hunter Group Requesting \$7,195 for showjumping event costs. Particularly medics, venue, skip bin, and judges' accommodation (accommodation is not an eligible expense). The event attracts 90 participants. The event consists of one weekend in December and one in January. The December half of the event is occurring before funding decisions are known. Eligible costs for the January event weekend that could be supported total \$3,143, however this likely already committed to, so technically these are also retrospective/ineligible. The group's financial report and budget suggest these events are normally self-funding. Recommend to decline due to ineligibility and pressure on funds.</p>	RS	Decline
<p>NZ Offshore Powerboat Association Requesting \$3,093 for the Offshore Powerboat Racing event March 2023. In particular, marine medics costs. Budget suggests the shortfall is \$2k. Numbers participating and benefit to the local community were not clearly demonstrated. The Auckland-based Association operates on a small budget with low reserves. Limited information provided, but could support to budget shortfall of \$2k on the basis of safety - recommended.</p>	RS	\$ 2,000
<p>Parua Bay Cemetery Trust Requesting \$10,000 for legal fees to set up a Charitable Trust and remove individual trustee names from the title. For this applicant, whenever a trustee leaves the Trust it incurs legal costs. This is an unusual arrangement and an unusual request and may not be appropriate for council to support. It could set precedent for any community group wishing to establish themselves. Charities Services provides a step-by-step guide and trust deed templates for groups to register themselves as a charity, meaning that legal assistance is not necessary for most groups. Some legal assistance with land title changes may be needed but this should cost considerably less. Cemetery staff were consulted on this and the recommendation is to decline this request. NB This application was made to the Community Facilities Fund for which it is not eligible. Staff have instead considered it under this Community Fund round.</p>	CW	Decline

Community Fund applications received	Priority	Recommendation
<p>Poroti School Board of Trustees Requesting \$15,616 to repair and resurface the school pool. The pool provides essential water safety education to the primary school as well as offering a recreational facility for the wider community. This is a small rural school with a roll of 40 and rated decile 3. Under the grants policy, we generally don't fund schools as they are the responsibility of the MinEd. However, council does support schools where the project has clear wider community benefit which this does. The school does have reserves to call on, so partial support recommended.</p>	RS	\$ 10,000
<p>Surfing for Farmers CT Requesting \$5,000 for a 13-week free surf lessons programme to farmers/growers. This is run one day a week at Sandy Bay for the rural community with all equipment and lessons provided, as well as a BBQ. Expecting 25 participants each night. Aims to foster better connection and mental wellbeing for farmers, who are often isolated and need to manage a heavy workload along with the stresses of unknown income and external forces. The total cost is estimated at \$15k which is supported by sponsors and the Trust's own funds. Previous event report was positive. A modest request for a programme supporting the rural sector.</p>	CW	\$ 5,000
<p>Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust (Timebank) Requesting \$11,500 to fund Membership Coordinators for a year for the Whangarei timebank. Timebanking enables people to trade skills in a community without the need for money. It creates a support network and can help reduce isolation, and supports those on low incomes. Whangarei now has 92 members. Previous applications and grant reports have been limited in Whangarei-specific information and limited evidence of impact, but this application is improved in this regard. The amount requested differs from that stated in the budget, which suggests \$6k is being sought from council (other funding applications pending). Recommend supporting to \$6k with the option to reapply in 6 months if still required.</p>	CW	\$ 6,000

Community Fund applications received	Priority	Recommendation
<p>The Salvation Army Whangarei Corps Requesting \$20,000 for facility upgrade.</p> <p>As part of their "Keeping our youth off the streets" project, this request is for fitting out their Aubrey Street premises foyer and youth hall. They want to establish a café in the foyer to present a more welcoming entrance to the facility, and reduce the stigma of coming to a service provider for help. The cafe would also help with training in hospitality/barista etc. For the youth hall they would like to install acoustic panels, gaming library, mural wall, and some furniture. High level costings only. Really need to see a thorough budget/costings and quotes. Intended audience and expected outcomes for the community also not clearly demonstrated in this application. One quote provided - commercial coffee machine at \$8,484. Recommend that this application is declined. Council could consider a revised application focused on the youth hall or similar, noting the pressure on our funds.</p>	CW	Decline
<p>Tikipunga Community Trust Requesting \$8,500 to open the school pool for the wider community over this summer.</p> <p>This includes swim lessons and supervision. This is a valued community facility that proves very popular over summer. Under the grants policy, we generally don't fund schools as they are the responsibility of the MinEd. However, council does support schools where the project delivers community benefit which this clearly does.</p>	RS	\$ 8,500
<p>Totara Grove Playcentre Requesting \$18,000 to replace the playground bark with safety matting.</p> <p>There is a karaka tree on the neighbouring property that drops its toxic berries into the playground area. The group works hard to remove the berries, but these are difficult to find amongst the bark and leaf litter. The berries would be much easier to find and sweep up off the proposed matting. The tree is trimmed at the boundary, and neighbour does not want to remove the tree. The Centre hosts around 40 young children each week, mostly under 3 years old. The Centre is also used by two other community groups. The playground is currently closed as the bark layer needs replacing and is considered a fall risk for the children. Rather than continue with the inadequate bark layer, the group wants a long term solution to manage playground falls and the removal of the karaka berries. The total project cost is \$31k of which the applicant is contributing \$13k. This applicant has applied before but unfortunately was unsuccessful due to the pressure on our funds. This funding round, there is budget to support this request at a level that will ensure the project can proceed. Recommend support to \$15k in light of the H&S risk and to ensure the playground can be reopened this summer, understanding that Playcentre Aotearoa have pledged to contribute any shortfall.</p>	CW	\$ 15,000

Community Fund applications received	Priority	Recommendation
Tutukaka Coast Youth Sailing Club Requesting \$3,272 to purchase boat covers for their two chase boats. This will protect the assets and keep them safely stored outside. The club is still recovering financially after a hiatus. Unfortunately, the applicant has not completed previous grant obligations despite reminders. It is recommended to decline this request and invite them to apply next round once they have remedied this.	RS	Decline
Weed Action Native Habitat Restoration Trust Requesting \$9,000 to fund coordinator. For 125 hours and some minor equipment, H&S, and training expenses. The coordinator will manage a Strategic Weed Action Team (SWAT) of volunteers to support pest plant activities in the Whangarei Heads area, in public reserves and on private land. It is unclear how this differs from existing activities, for which the Trust has some contract funding in place. The Trust is in a strong financial position, with an operating budget of \$142k and a surplus of \$29k in the last financial year. While details are a little vague, this group has a proven track record, and offers good environmental and community benefits. As it is the only application under the Environment funding priority, it is recommended for support in full.	E	\$ 9,000
Whangarei Heads Citizens Association Requesting \$2,000 to run monthly lunch catch ups for seniors. This is aimed at the over 70s in the Heads area to foster wellbeing and social connection. The 'Catch Up Café' would run for 10 months of the year and are expected to attract 20+ people per session. The request includes hall hire, a light lunch (half donated), and transport for those who need it. A great community initiative at the local level, supporting seniors who still live independently. Managed by a sub-group of the Citizens Association.	CW	\$ 2,000
Whangarei Men's Shed Requesting \$10,000 to build a canopy over the entrance to the Railway Station refurbished heritage building. This is to reduce/eliminate rain egress into the building during heavy rain. This is damaging the floor and causing a safety risk. Total job is quoted at \$18k and the group are contributing the balance from reserves. The Trust is in a good financial position. This applicant has done a stellar job restoring a derelict building into a wonderful community asset with NZ heritage status. Recommended for support in part due to pressure on funds and the group's ability to fund shortfall.	ACH	\$ 8,000

Community Fund applications received	Priority	Recommendation
<p>Whangarei Rod and Custom Car Club Requesting \$10,000 for the Rev Up Whangarei classic car event in April 2023.</p> <p>This is a popular event for the district, enlivens the CBD, and supports CBD businesses. The event is a fundraiser, regularly raising \$15,000-\$25,000 for their chosen charity. Under our grants policy, fundraisers are not eligible, nor are projects/activities where income exceeds expenditure and the applicant can fund it themselves: the event attracts strong sponsorship which makes it a self-supporting event while still able to give to charity.</p> <p>The application is also incomplete with no financial performance report, and no quotes or evidence of costs provided. The budget also appears to have some inaccuracies: it accounts for the purchase of merchandise but not for the sale of them, and sponsorship income is not included. The recommendation is to decline this application on the basis of ineligibility, an incomplete application, and incomplete budget.</p>	CW	Decline
<p>Whangaruru North Residents and Ratepayers Association Requesting \$10,207 for CCTV at new community centre</p> <p>The new Bland Bay Community Centre is expected to be finished and open in the first half of 2023. This request is for the purchase of CCTV for the new building, and internet costs for the first year. The CCTV 'quote' is in fact an invoice, so this is already purchased and therefore a retrospective expense - this is ineligible and is therefore recommended to be declined. Applicant also applied to the Community Facilities Fund.</p>	CW	Decline
		\$ 92,984

Assessment of Community Facilities Fund 2022-23

Applications received	Recommendation
<p>Kaurihohore Public Hall Society Requesting \$3,245 to paint bathrooms and for minor repairs to fixtures and windows. Modest and appropriate request. This is an active hall committee that has worked hard in recent years to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: full exterior paint and underfloor insulation. Approx. hall hire income: \$4,300</p>	<p>\$ 3,245</p>
<p>Mata Hall Society Requesting \$10,000 for a full interior paint, to improve the appearance of the hall and the ability to keep it clean. Appropriate request, and applicant will top up to meet the \$15k cost. This is an active hall committee that has worked hard in recent years to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: new ceiling, insulation, lighting and heating upgrade. Approx. hall hire income: \$900</p>	<p>\$ 10,000</p>
<p>Matapouri Hall Society Requesting \$10,000 for development of a 4-stall shower block separate to the hall. This is in response to an identified need given the increasing number of school and youth camps at the hall, and in recognition of prior outdoor education land and subsequent funding for this purpose. The original application lacked information, particularly for a request outside of the normal domain of community halls. A positive conversation was held with members of the society, in which missing information was provided. The total project cost is estimated at \$61k, which includes \$8k site prep work that the applicant has already provided. Good evidence of in-kind support, discounted pricing, and donations. The group expect to be able to fundraise a good portion from the community, particularly through their annual Gala in January. Staff have advised about the Partnership Fund as an option as well. The shower block is part of a wider strategic plan for the hall and community. The Society has a strong, skilled committee, a vision for their community, and good track record for delivering (e.g. their community sign). The shower block, along with the new toilet block council is delivering, will improve the experience of campers around the hall, and visitors to the area each summer. Last two years' grants: none (applied outside of funding round) Approx. hall hire income: \$10,000</p>	<p>\$ 10,000</p>

Applications received	Recommendation
<p>Maungakareme Recreation Society (Maungakareme Hall) Requesting \$5,263 to purchase a floor scrubbing/drying machine (model CT15 B35 Scrubber-Dryer) to wash and dry all hard floor surfaces. This will make it easier and quicker for users to clean the floor after use (rather than the current mop), and ensure the floor is dry before the next hall user comes in. Hall usage is a little low to warrant this request, especially as likely to only impact two back-to-back hall users weekly. A lower priority for funding if Fund budget was under pressure.</p> <p>This is a reasonably active hall committee that chips away to upgrade their facility. They have presented a complete application and are up to date with previous grant commitments. AGMs and committee meetings are brief (10 minutes on average) and electing committee officers doesn't always happen, presumably due to lack of community involvement.</p> <p>Last two years' grants: Borer timber replacement and floor resurfacing.</p> <p>Approx. hall hire income: \$1,200</p>	<p>\$ 5,263</p>
<p>Maungatapu Community Centre Requesting \$10,355 to replace front windows (2) due to damage and age (\$6363) and for the year's insurance bill (\$3991).</p> <p>This is an active hall committee that has worked hard in recent years to upgrade their facility. They have presented a complete application, and are up to date with previous grant commitments. The last AGM was very short (15 minutes) and the same committee was reelected.</p> <p>Last two years' grants: Front door replacement, running costs.</p> <p>Approx. hall hire income: \$4,000</p>	<p>\$ 10,000</p>
<p>Northland Craft Trust (Quarry Arts Centre) Requesting \$9,000 for the Art Shed's electrical upgrade - complete electrical installation including LED dimmable lighting and a heatpump.</p> <p>The Art Shed was reacquired by the applicant earlier this year, having been leased by the Woodturners and Woodworkers Club for the last 20 years. The applicant is steadily developing this from an empty shell to a useable, inviting, bookable space for arts activities.</p> <p>While the Art Shed will be bookable, its primary function is as a workshop/arts space for the Centre, and the Centre's primary function is focused on development of art and artists. It therefore does not clearly meet the criteria of the Community Facilities Fund ("primary purpose is as a venue for hire").</p> <p>Having considered all other applications here first, there is sufficient budget in the Community Facilities Fund to meet this request. Rather than move this application to be considered under the Community Fund (November round), for simplicity, it is recommended to support this request. (Underspend from the Community Facilities Fund would be transferred to the Community Fund anyway, and eligibility for all Funds will be simplified for 2023 to prevent applications to the "wrong fund").</p>	<p>\$ 9,000</p>

Applications received	Recommendation
<p>Oakura Hall and Reserve Board Requesting \$13,240 for replacement doors and hall insurance. Following recent extensive work on the windows, cladding, and roof, the group have identified the front doors as needing replacement due to age and damage. This is for two double-doors at the hall entrance, plus a door at the adjoining Ngati Wai health rooms.</p> <p>This is an active hall committee that has worked hard in recent years to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance.</p> <p>Last two years' grants: Exterior cladding and windows</p> <p>Approx. hall hire income: \$4,800</p>	<p>\$ 10,000</p>
<p>ONEONESIX Trust Requesting \$5,350 for a new oven, hot plate, and microwave as part of their commercial kitchen upgrade. Manaakitanga is one of the Trust's pou /core values, and a good-quality, safe kitchen will help deliver on this for the Trust and for the many venue hirers. WDC food control plan approved.</p> <p>116 Bank Street is a council-owned community facility, leased to ONEONESIX Trust. Lease holders are eligible to seek funding for facility development that is outside of the landlord's responsibility under the lease.</p> <p>This is an active Trust with a strong strategic focus. They work hard to develop the facility and its offering to the community. They have presented a complete application, are up to date with previous grant commitments, and demonstrate excellent governance.</p> <p>Last two years' grants: Commercial dishwasher</p> <p>Approx. hall hire income: \$8,000</p>	<p>\$ 5,350</p>
<p>Onerahi Community Association Requesting \$4,000 for support with power costs, which have increased with the installation of heatpumps at the hall, and internet costs following internet upgrade at the hall. This covers both the hall and community house. The financial accounts suggest that without some additional support, they would only just break even each year unless they opted to increase hire charges.</p> <p>This is a council-owned community facility, managed by the Association. Overheads are the responsibility of the leaseholder.</p> <p>This is an active group and a well-used facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance.</p> <p>Last two years' grants: Power costs, purchase of chairs</p> <p>Approx. hall hire income: \$ 19,000</p>	<p>\$ 4,000</p>

Applications received	Recommendation
<p>Opuawhanga Community Hall Requesting \$5,000 to install a heatpump as the old heating was removed as a potential fire risk.</p> <p>This is an active hall committee that has very worked hard in recent years to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance.</p> <p>Hall usage and income are very low, however the hall is provided free of charge to locals for most events. The group are also active in the community - they organise market days and several events for the community every year at the hall. So while it may not be well used, it is well looked after and very important to this rural community.</p> <p>Last two years' grants: Interior painting Approx. hall hire income: \$100</p>	<p>\$ 5,000</p>
<p>Otaika Valley Community Hall Requesting \$10,000 to prepare hall for painting inside and out, including replacement of double doors and cladding due to rot, and hire of scaffolding. Total project cost is quoted at \$17k, but no budget to show how the remainder will be funded (the applicant has insufficient cash reserves for this).</p> <p>This is a reasonably active hall committee that chips away to upgrade their facility. They have presented a complete application and are up to date with previous grant commitments. At the last AGM, electing committee officers didn't happen, presumably due to lack of community involvement.</p> <p>Recommend supporting this request, noting that the group will need to seek additional funds elsewhere and/or amend the project to fit budget.</p> <p>Last two years' grants: Accessibility ramp Approx. hall hire income: \$3,400</p>	<p>\$ 10,000</p>
<p>Pakotai Te OruOru Community Sports and Recreation Centre Requesting \$10,000 to build a roof extension over entrance, as well as contribute to insurance and/or purchase of water tank. No quotes provided and 2020 grant not completed. Have requested multiple times. Without a quote and previous grant obligations being met, this application is not eligible for support.</p> <p>Last two years' grants: Electrical upgrade - not completed Approx. hall hire income: \$5,000</p>	<p>Decline</p>

Applications received	Recommendation
<p>Parakao Hall Society Requesting \$15,604 to install heatpumps in main hall and in meeting room. Applicant has advised that they will source additional funds or split the job if needed to meet budget. While hire income/usage is modest, this is an active hall committee that has worked hard in recent years to upgrade their facility and regularly runs events for the community. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: HWC and floodlight, entrance and storage upgrade Approx. hall hire income: \$1,700</p>	<p>\$ 10,000</p>
<p>Parua Bay and Districts Community Centre Requesting \$10,543 to repair/replace two fire exits including landing and stairs due to age, and contribution to insurance which has increased. A well used hall valued by the community. This is an active Trust that works hard to upgrade their facility. They are up to date with previous grant commitments and demonstrate good governance. Last two years' grants: Cookware, curtains and carpet Approx. hall hire income: \$12,000</p>	<p>\$ 10,000</p>
<p>Ruatangata Public Hall Society Requesting \$9,482 to replace open kitchen shelving with drawers for hygiene reasons; to purchase a vacuum cleaner and a moving trolley; and to engage a cleaner once a month. This is a reasonably active hall committee that chips away to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance (although meetings are brief). Last two years' grants: Sewage system upgrade, insurance Approx. hall hire income: \$2,600</p>	<p>\$ 9,482</p>
<p>Springfield Domain Hall Requesting \$12,239 to replace 4 toilets (damaged), repair rot on exterior bathroom wall, materials to paint pool changing rooms and tennis shed (volunteer labour), and contribution to insurance and power. This is an active hall committee that has worked hard in recent years to upgrade their facility as well as improve its governance - they are now an incorporated society with a constitution (previously a DoC domain board). They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance (AGM is held 3-yearly). Last two years' grants: Exterior repair and paint Approx. hall hire income: \$1,900</p>	<p>\$ 10,000</p>

Applications received	Recommendation
<p>Taurikura Hall Board Requesting \$10,000 to install heatpumps. Two quotes provided and amount requested is between the two. This applicant seldom applies for funding. Rental income is good with lots of regular users, and the hall operates within its modest budget. They have presented a complete application, and demonstrate good governance. Last two years' grants: None - did not apply Approx. hall hire income: \$7,700</p>	<p>\$ 10,000</p>
<p>Waipu Caledonian CT for the Celtic Barn Requesting \$12,000 for insurance and power costs. The Trust is still recovering from the financial impacts of Covid-19. The Trust has presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: Insurance Approx. hall hire income: \$19,000</p>	<p>\$ 10,000</p>
<p>Waipu Public Coronation Hall and Library Association Requesting \$10,000 for insurance costs, new hot water system, exterior clean, and new lock/access for rear fire exit. This is an active hall committee and well-used facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: Exterior repair and paint, insurance Approx. hall hire income: \$18,000</p>	<p>\$ 10,000</p>
<p>Whananaki Beach Residents and Ratepayers for Whananaki Hall Requesting \$10,000 to purchase a new fridge-freezer and pie warmer, and to add to last year's grant for verandah blinds. They have not been able to complete that work yet as they would like to go for a better quality style of blinds (insulation was completed, so a balance of \$6k remains for the blinds). The cost for the blinds has almost doubled. This applicant quietly chips away at upgrading their facility. They have presented a complete application, and demonstrate good governance. While the previous grant commitment is not complete, roll-over was pre-approved. Last two years' grants: Door repair, insulation, veranda blinds Approx. hall hire income: \$1,600</p>	<p>\$ 10,000</p>

Applications received	Recommendation
<p>Whangarei Heads Citizens Association for McLeod Bay Hall Requesting \$8,647 for rear driveway and carpark improvements to improve disability access. This includes improving drainage, and extending gravel driveway up to access ramp, where grass is currently. This is an active hall committee that has worked very hard in recent years to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: Exterior paint, relevel floor Approx. hall hire income: \$6,700</p>	<p>\$ 8,647</p>
<p>Whangaruru North RRA for the Bland Bay Community Centre under construction Requesting \$9,969 for the purchase of CCTV for the new community centre and internet costs for the first year. The new Bland Bay Community Centre is expected to be finished and open in the first half of 2023. The CCTV quote is in fact an invoice, so this is already purchased and therefore a retrospective expense - this is ineligible and is therefore recommended to be declined. Applicant also applied to the Community Fund. Last two years' grants: None (2018-19 Partnership Fund grant for construction) Approx. hall hire income: none yet</p>	<p>Decline</p>
<p>Whareora Hall Society Requesting \$1,000 for contribution to insurance cover only. This applicant continues to be modest in its requests for support. Rental income is steady, and the hall operates within its modest budget. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: New fire door, insurance Approx. hall hire income: \$5,000</p>	<p>\$ 1,000</p>
<p>Whatitiri Community Hall (Domain Board) Requesting \$2,045 to install gutterguard to protect from tree debris, and a partial post and rail fence on road side to prevent undesirable behaviour. The fence will be completed by volunteers. While hire income/usage is low, this is an active hall committee that has worked hard in recent years to upgrade their facility. They have presented a complete application, are up to date with previous grant commitments, and demonstrate good governance. Last two years' grants: Electrical upgrade, new roof Approx. hall hire income: \$680</p>	<p>\$ 2,045</p>
	<p>\$ 173,032</p>

<i>Policy title</i>			
Audience (Primary)	External	Business Owner (Dept)	Community Development
Policy Author	Community Funding Officer	Review Date	2024

Whangarei District Council

***Community Funding
Pūtea a Hapori***

***Policy
#031***

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Purpose

The purpose of the Community Funding Policy is to guide the allocation and management of Council's community grants and loans. It outlines Council's drivers, objectives and approach to providing support to the community.

This policy should be read alongside the annual Community Funding Programme which lists the current funding options available, specific Fund criteria, closing dates and instructions for applying.

The overall objective of the Community Funding Policy is to support effective delivery of the community funding programme to meet the needs of four groups of stakeholders, being:

- **Groups and organisations seeking financial support**, who require clear guidance about Council's intentions and priorities for funding, fair and equitable grants processes, and upfront information about their obligations if they receive a grant.
- **Elected members**, who are responsible for deciding on the allocation of grants in a way that best meets the needs of the community, addresses the priorities they have collectively set, and delivers good value for ratepayers.
- **Council staff**, who need a clear framework within which to work to provide high quality service and advice, stewardship of grant funds, evaluation of their impact and benefit, and effectively deliver the community funding programme.
- **Whangarei residents**, who fund through their rates the community support the council provides, and who receive the benefit of the activities we fund on their behalf.

This Policy was previously titled the Grants, Concessions and Loans Policy.

Definitions

Grants	Financial support for specific community endeavours, made following a contestable process.
Contestable	Where a fixed amount of money is available that applicants can compete for a portion of.
Not for Profit	Any society, association or organisation that is not carried on for the profit or gain of any individual member/s, and whose rules or objects state that any money earned or donated is used in pursuing the organisation's objectives for community good.

Scope

This Policy relates to Council's community funding programme managed by its Community Development Department, which includes all contestable grants and the community loans scheme.

Out of scope is support provided from time to time via other council functions, including:

- Rates rebates, remissions, and postponements
- Koha given in specific cultural situations and settings
- Alternative funding programmes such as the Event Development Fund to support objectives in line with the Whangārei Events Strategy, and the Waste Minimisation Fund to support objectives in line with the Whangarei District Waste Management and Minimisation Plan
- Community service contributions for community groups undertaking activities such as mowing of grounds, roadside rubbish removal, and cleaning of public toilets
- Third party support such as the Creative Communities Scheme that Council administers on behalf of Creative New Zealand, and the Kai Ora Fund in which Council is a partner

- Large, one-off grants towards the purchase, development or maintenance of key district infrastructure, usually approved through Annual Plan or Long Term Plan mechanisms
- Support provided to Council Controlled Organisations or other community organisations with which Council has a strategic relationship
- Incentives and concessions relating to the lease of council-owned property.

Strategic alignment

Whangarei District Council operates under the Local Government Act 2002 and the Local Government (Community Well-being) Amendment Act 2019.

Council's community funding programme aligns with Council's Long Term Plan, the Community Outcomes it contains, and our vision for the district.

The programme supports our organisational tikanga, and the Four Well-beings of Local Government, being the promotion of social, economic, environmental and cultural well-being of our communities.

The Community Funding Policy also aligns with and supports several Council strategies and policies, including:

- Arts, Culture and Heritage Strategy – He Rautaki Toi a Rohe o Whangarei
- Active Recreation and Sport Strategy
- Community Halls Strategy
- Youth Policy
- Positive Ageing Policy
- Accessibility Policy
- Whangārei Events Strategy
- Te Kārearea strategic partnership principles.

Community Development Framework

The community funding programme is a key component of our Community Development Framework, which seeks to support communities to collectively impact positively upon the issues, needs and aspirations identified as important by those communities. This policy supports Council's intent to walk alongside the community to help community achieve its aspirations.

Valuing Te Ao Māori and enabling Māori outcomes

Council is committed to upholding the Mana of Te Tiriti o Waitangi and to developing stronger relationships with tangata whenua. Te Kārearea is the strategic partnership forum between hapū of Whangarei working through Te Huinga and Council.

This policy aligns with Te Kārearea's vision:

He Whenua Rangatira – Whangarei, district of prosperity, well-being and empowered communities.

In the context of this policy, our commitment means that:

- We acknowledge the special role and significance of Māori as tangata whenua;
- We recognise that support to eligible kaupapa Māori organisations is an important way to realise Māori aspirations;
- We will engage effectively with Māori to promote funding opportunities available through council, such as through Te Huinga, Te Karearea, and existing networks and platforms;
- We will obtain a Te Ao Māori perspective from Council's Māori Relationships team to assess applications which seek to deliver outcomes for or by Māori;
- Our support is appropriately recognised in funding decisions which demonstrate equitable funding support for tangata whenua.

Our approach

The community funding programme is delivered in accordance with Council's tikanga and our community funding principles.

Organisational tikanga

Our organisation tikanga (practices) guide how we work and our approach to working with the community. Our tikanga are:

- whanaungatanga (fostering relationships),
- manaakitanga (showing respect and care for others),
- kotahitanga (togetherness and collective action), and
- atawhaitanga (stewardship and trust).

Community funding principles

We endeavour to apply our community funding principles in policy and in practice when delivering our community funding programme. Our principles are:

Effective	<p>We are effective and responsive, providing support in a timely, effective and responsible manner so our community can deliver their mahi successfully for the benefit of the District.</p> <p>We have robust processes appropriate to the level of funding, and we provide a helping hand up rather than sustaining funding dependency.</p> <p>We know that in certain cases Council will remain responsible for supporting key district amenities and we understand that we cannot solve all problems, nor be all things to all people. We can though be brave and bold and kind in our approach and we should enable our communities wherever possible.</p>
Equitable	<p>We seek to provide an equitable division of support across our diverse communities of people, place and interest.</p>
Consistent	<p>We are consistent and fair in the delivery of funding opportunities, including ensuring all eligible organisations can compete for the same support.</p>
Transparent	<p>We ensure our approach, criteria, processes, consideration and decision-making are clear, open, publicly available and can stand up to scrutiny.</p>
Flexible	<p>We are flexible, adaptable and able to be agile in order to support the community when, how and where it seeks our support.</p>
Inclusive	<p>We support programmes, services, facilities and activities that are inclusive for all our communities of place, people and attribute, including:</p> <ul style="list-style-type: none"> • Māori, hapū and iwi • Pacific people and all our ethnic communities • older people, youth and people with disabilities • the rainbow community.

Our priorities

Council aims to support a balanced mix of social amenities and services that meet the needs of all our diverse communities that make up the Whangarei district.

We also want to support activities coming from outside of the district that will enrich the experience of the people of Whangarei and address local needs.

An open, transparent and equitable process ensures Council puts these funds to good use in serving the Whangarei district.

Funding priorities

Alongside the Four Well-beings, our organisational tikanga and Council's strategic objectives, the community funding programme has four priority areas for funding. Each has a weighting to guide the level of investment from all community funding sources. The weighting reflects funding provided by Council through support mechanisms outside of the funding programme, such as the provision and management of sports fields and facilities through Council's Parks and Recreation department.

Arts, Culture and Heritage – weighting of 30% – To support and celebrate the history, language, culture and art of our diverse communities.

Recreation and Sport – weighting of 20% – To support and deliver a variety of recreation and sporting opportunities for all ages, abilities and life stages.

Environment – weighting of 15% – To support, celebrate and protect our flora, our fauna and our special places for current and future generations to enjoy. We particularly want to see applications that align with:

- waste minimisation objectives
- climate change adaptation or mitigation objectives
- national objectives such as Predator Free 2050
- enabling kaitiakitanga of the district's taiao (natural environment).

Community Wellbeing – weighting of 35% – To support and celebrate happy, healthy, connected communities and individuals. We particularly want to see applications that

- support communities to help themselves
- promote community wellbeing and address disadvantage
- promote and celebrate community participation and identity.

Eligibility

Generally, eligible applicants for Council's support are community organisations that are not-for-profit/charitable with a formal legal structure and founding documents, whose primary aim is to provide services and benefits to the community at large.

These organisations will have appropriate financial management practices for their size, and a bank account in the organisation's name.

Community organisations that do not have a formal legal structure would need to nominate an 'umbrella' organisation which agrees to receive and administer the grant on their behalf and to be accountable to Council for the value of the grant should any issues with its use arise.

Exceptions

Individuals aged 12-20 are eligible to apply to the Youth Fund (new name pending), with the endorsement of an appropriately aligned organisation such as their school, church, youth group, sports club, or other entity the individual is associated with or known by.

We can consider applications from school boards and religious organisations where the request is primarily for the benefit of the wider community.

Ineligible applications

The community funding programme will not support:

- debt servicing, gambling or prize money, travel costs, conference fees, costs related to fines or disputes
- retrospective expenses incurred
- activities or projects:
 - where the primary purpose is to promote religious, political, or commercial activity
 - it considers are the core business of another organisation or service provider
 - it considers the responsibility of central government or other agencies
 - that start before funding decisions are made
 - that are self-funding or for fundraising purposes
- applicants it has significant concerns with, financial or otherwise
- applicants who have not completed their obligations for prior funding received
- applicants that can fund the initiative themselves.

Council's discretion

Council reserves the right to support applications and organisations outside of these criteria where there is clear community benefit, while continuing to use ratepayer funds responsibly.

Funds available

Council's current Community Funding Programme is available on Council's website.

The Programme is updated before the start of our financial year (1 July), and Funds are advertised at least six weeks in advance of closing dates on our website and via print and social media. For some Funds, community groups will also be emailed direct and invited to apply.

Applicants' contact details may be added to a mailing list for the purpose of advising of upcoming funding opportunities.

Application, assessment and approval process

Support for applicants

Council staff will provide advice and support for applicants with language, literacy or other access needs to ensure equitable access to Council's support, whenever possible.

We aim to balance 'funding for success' (supporting an application in full to enable the initiative to be a success) with the need to support a variety of initiatives within a limited budget.

Applying for funding

All requests for support from Council must be made on the appropriate application form or as otherwise stated for each Fund.

Supporting documents are required for most Funds. Applicants who have previously applied for Council's support, do not need to submit supporting documents that Council already has on record, unless otherwise requested.

Multiple and recurring grants

A project, activity or initiative can generally only receive funding once from the community funding programme each financial year (1 July – 30 June). Applicants can seek funding for multiple projects, activities or initiatives in a financial year, however any funding already received will be a consideration and preference may be given to other applicants.

Any support Council provides is not an indication or guarantee of future support.

The community funding programme does not provide multi-year support, and a new application in full must be made for each request.

Assessment

Staff assess each application based on:

- eligibility and alignment with this Policy
- alignment with Council's vision, community outcomes, Four Well-beings, and funding priorities
- alignment with Council's strategies and policies
- community need and impact
- readiness of the applicant, risk, and ability to deliver
- available budget and funding priority weightings
- previous or practiced levels of support for the type of activity that funding is sought for, and
- professional insight.

As demand for Council's support typically exceeds the available budget, Council may apply further prioritisation to deliver consistent, fair and equitable outcomes. When required, preference may be given to:

- local applications and applicants
- volunteer-run organisations
- new applicants
- essential needs such as health and safety and protection of community assets.

Eligible applications that are declined for support may be resubmitted by the applicant in a future funding round.

Decision-making

Decisions on funding allocations are made by the Community Development Committee of Council. This committee may delegate some functions to staff from time to time.

Funding decisions are final and cannot be contested, however applicants can apply again in a future funding round.

Funding decisions are generally advised within 8 weeks of a funding round closing.

Council may withhold the payment of grants allocated until evidence of meeting grant conditions is provided.

Declaring potential conflicts of interest

A conflict of interest may exist where any elected member, council staff member, or immediate family member of either, has any interest or involvement in the project or activity proposed for Council's support.

These must be declared by applicants on their application form, and by staff and elected members at the relevant committee meeting where the request for funding will be discussed.

Council's Standing Orders (procedures for the conduct of meetings) outline how potential conflicts of interest will be managed.

Recipient responsibilities

Receiving funding

Recipients of funding must:

- use the funding as intended within 12 months of receiving the funding
- return any unspent funds
- seek approval for any changes that may affect the use of the funds as they were granted

- publicly acknowledge Council's support in any marketing material, advertising and/or on social media
- provide a brief report on the use of the grant as specified for the Fund.

Council will only pay grants into the bank account of the named applicant or their nominated umbrella organisation and upon receipt of a valid tax invoice.

Grant reports

Reporting on the use and impact of funding received is required for most funding allocated. Reports are required within two months of the funded activity being completed, or as otherwise indicated for each Fund.

Council may withhold future funding or request funding to be returned if reports are overdue, incomplete or indicate funds received were not used as intended.

In some instances, staff may waive the need for a full report, such as if the activity or event was attended by or sighted by the Community Funding Officer, is of low financial value, or is otherwise not deemed necessary.

Reporting requirements are:

Community Fund and Community Emergency Recovery Fund – Recipients must complete the Grant Report Form and return it together with copies of receipts.

Partnership Fund – A six-monthly progress update against the original business case is required until the purpose of the grant has been realised. In some cases, a full report may be requested.

Community Facilities Fund – Receipts and photos of work completed are to be provided.

Community Associations Fund – Receipts and photos of work or activity completed are to be provided.

Youth Fund (new name pending) – A brief report including receipts and photos of work or activity completed are to be provided.

District Amenities Fund – Reporting on previous year's activities is completed during the application process.

Community Loans – Annual financial statements are to be provided.

Terms and conditions

This policy outlines the terms in which Council will provide support through the community funding programme and the obligations of those receiving that support. Council may impose additional terms and conditions if required.

The terms and conditions of receiving support from Council are deemed accepted when a recipient presents an invoice to Council or otherwise accepts any payment made.

Community loans require a formal loan agreement to be executed.

Adopted

Policy Review

This Policy was reviewed in 2021 and this revised Policy was updated as follows:

Date of meeting: 18-03-2021

By: Community Development Committee

4.1 Operational Report – Community Group

Meeting: Community Development Committee
Date of meeting: 7 December 2022
Reporting officer: Victoria Harwood –General Manager Community

1 Purpose / Te Kaupapa

To provide a brief overview of work occurring in the current financial year, across services that the Community Development Committee is responsible for.

2 Recommendation / Whakataunga

That the Community Development Committee notes the operational report for December 2022.

3 Background

This report provides a brief overview of some of the operational highlights for October 2022 and provides further comment on future activities planned for the remaining financial year.

4 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachment

Community Group – Operations Report for December 2022

December Operational Report – Community Group (October Activities 2022)

Civil Defence Emergency Management (CDEM)

Each month Northland Civil Defence Emergency Management (CDEM) Emergency Management Specialists (EMS) for the Whangarei District Council, Tegan Capp and Evania Arani, provide an overview of CDEM activities and sector updates for the Community Development Committee. This is a requirement of the Service Level Agreement between WDC and NRC and our Annual Work Programme. The report is broken into sections – National, Regional, Local and if applicable, Professional Development and Training.

Regional

Tsunami Siren Project

Work continues on the Tsunami Siren replacement project. An appointment has been made for a fulltime staff member to manage the project and it is progressing at pace. The first 20 sirens are currently in transit from Denmark and set to be installed in early 2023. Whilst the exact locations of these sirens are still to be confirmed, 13 of the first 20 sirens are to be installed in the Whangarei District.

Local

Community Engagement

EM Specialists for the Whangarei District attended the following community engagement events during the month of October.

- Ngunguru Community Response Group meeting
- Parua Bay Community Response Group meeting

The **Ngunguru Community Response Group** (CRG) met on Tuesday 21 October 2022 at the Ngunguru Fire Station. The meeting was well attended by community representatives, local emergency services personnel and representatives from the Tutukaka Marina. Outcomes from the survey report produced by researchers Butler, Field and Wyypch on behalf of the Tutukaka Residents and Ratepayers Group on the Tutukaka Coast Community were discussed; and it was acknowledged that the general theme surrounding emergency knowledge and preparedness was strong in the community. This is a testament to the great work being carried out by the Community Response Group, Marina operators and education providers in the area. The Ngunguru CRG will host a stall at the next Tutukaka Twilight Market on 19 November 2022. EM specialists organised Civil Defence mascot 'Stan the Dog' costume for the group to use to help share preparedness messaging ahead of the summer season. CDEM will also provide some collateral and Civil Defence branded giveaways to support the event.

Parua Bay Community Response Group have now updated and finalised their community response plan. The EM specialist has been working with the Parua Bay community response group around the logistical arrangements for the Parua Bay School gala on 12 November 2022 where the group will be hosting a stand to promote personal preparedness. The EM Specialist will be attending the gala to support the community group as well as be on hand to answer any questions.

Professional Development

Emergency Management Specialist Tegan Capp is now 60% of the way through the **NRC Leadership Development Pathway** having completed the Finance training session on Tuesday 18 October 2022.

Emergency Management Specialist Evania Arani attended the **EMPA: Emergency Communications Conference** on 17-19 October 2022 along with two Public Information Managers at Whangarei District Council – Craig Neilson and Qurat-ul-Ain-Shahzad. A key theme at the conference was the COVID-19 all of government response and vaccine rollout which included a media panel with their view from the frontline. Our local communication specialists were thankful for the opportunity to attend and have passed on positive feedback with the learning they took away from the conference. The team took the opportunity to network with a range of different communication specialists throughout the country that will be beneficial to the team in the future.

Customer Services

Service Centres

We are measured on our wait times to see customers. We also run monthly reports on the amount of applications we receive via Alpha One (Building Consents) our Backoffice email and over the counter. This include LIM applications, New and existing Manager Certificates, Property Searches and much more.

Coordinators

Our Coordinators will note down wait times for Customers coming in to sit down with a Customer Service Representative. We also report on how many recycle bins, over 70's parking permits we issue over the counter.

October was Election month. The Customer Services team were tasked with issuing "Special Voting" packs. Many constituents came in for these packs, for various reasons, but the predominant reason was voting packs not received via the post. One elector was very unhappy, he was registered on the Māori Roll but wanted to vote for candidates on the general roll. He was referred to the Electoral Commission, it is our understanding that Māori Option is under review.

A Customer Services Representative role is currently being recruited, which is from an internal promotion. This month the "Working from Home" roster has resumed, with one staff member working from home one day a week. This is proving to be very beneficial for both staff and Council.

The last part of the security glass has been installed, and consequently we stopped giving out recycle bins at Forum North. Customers can now get bins from the Tarewa i-SITE, Ruakaka Hub and the Central and Tikipunga Libraries.

Ruakaka

After a busy election month, things have now returned to normal at the Ruakaka Hub. The first stage of roadworks at the start of Peter Snell Road (near Bream Bay College) has begun. This includes a new zebra crossing and associated footpaths.

Monthly stats	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22
Applications	343	293	399	310	276	283	385	307	328	346	357	359	228	183
Building consents	152	131	149	159	59	128	188	174	137	152	133	166	132	117
LIMs	137	167	220	125	162	163	190	126	123	126	123	106	160	151
PropSearch	149	124	231	128	135	217	268	173	185	189	183	203	160	171
Over 70s FN	174	109	185	120	140	167	143	88	166	125	143	170	146	125
Over 70s Ruakaka														15
Recycle Bins FN	403	286	380	308	316	294	377	185	126	122	394	373	330	274
Recycle Bins Ruakaka														35
Counter - FN	255	632	1253	944	1008	1678	545	900	1407	1042	2557	3371	1189	1321
Totals	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	22-Mar	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22
CSR	781	715	999	722	632	791	1031	780	773	813	796	834	520	622
Reception - FN	832	1027	1818	1372	1464	2139	1065	1173	1622	1042	3094	3766	1665	1720
Ruakaka	313	220	544	463	289	402	242	191	522	462	546	695	202	359

Figure 1 Monthly Stats

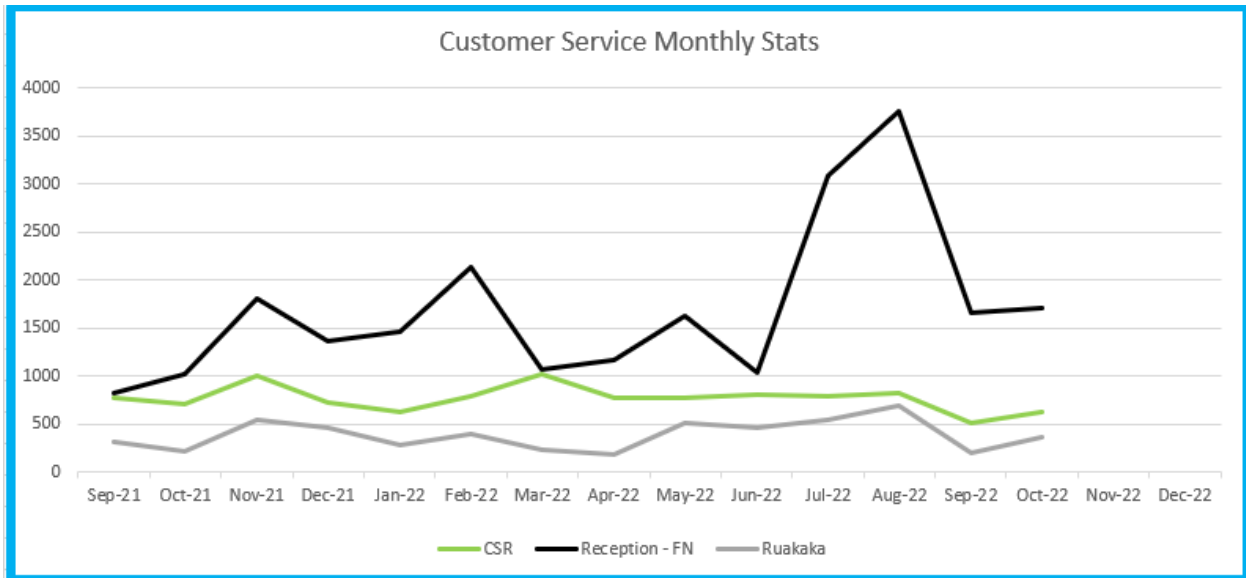


Figure 2 Montly stats - Total interactions

Contact Centre

Monthly reporting provides the number of calls received per month and the average time spent on a call, figures 3 and 4.

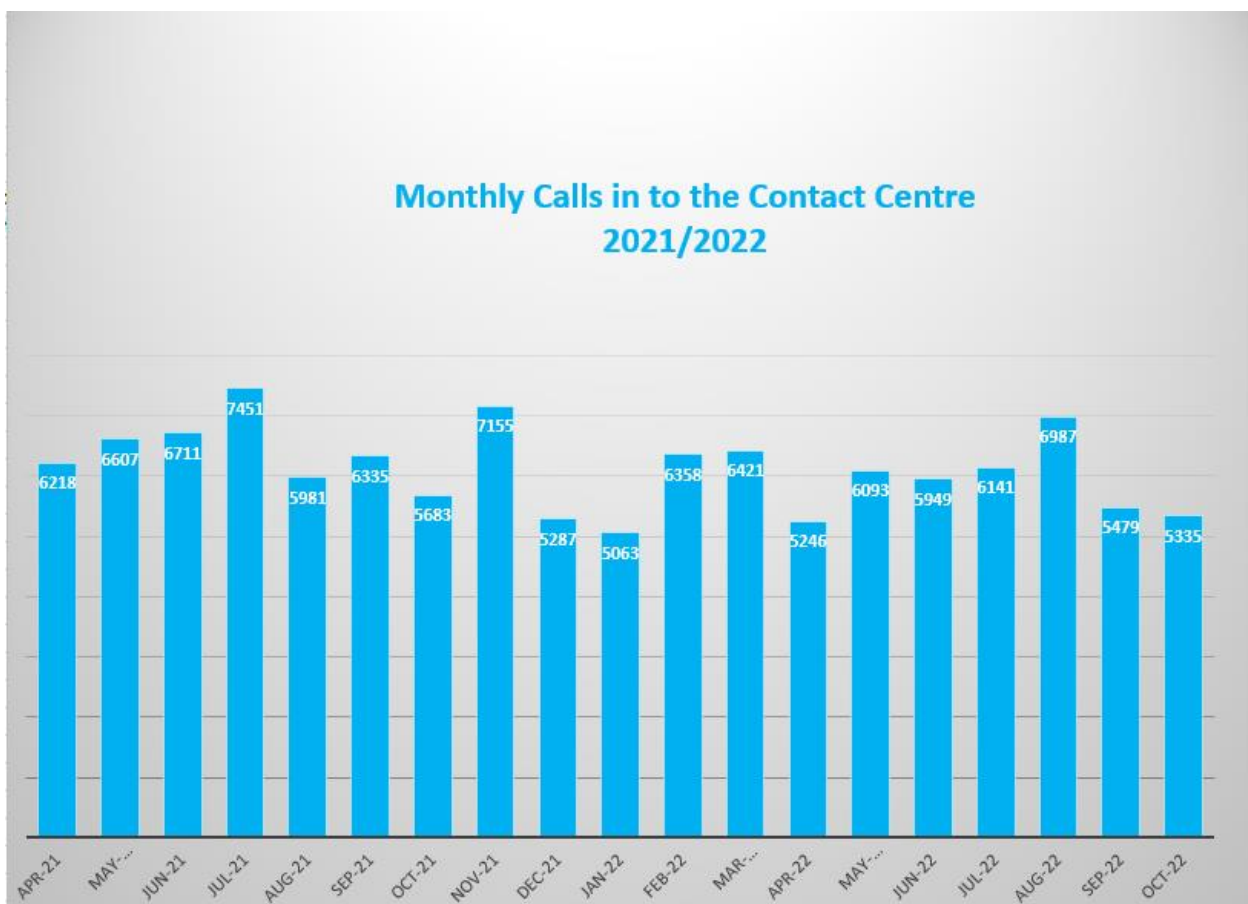


Figure 3 Number of call per month



Figure 4 Average Time spent on call each month

Property Assessment Team

Monthly reporting provides the number of LIM applications processed with average days to complete, PIM applications for prior planning approval of Building Consents and the number of planning checks completed as part of a Building Consent application. Additionally, the number of Potentially Contaminated Site searches completed for development projects are provided. Together with the reporting of numbers, a summary of what is happening with new or leaving team members and any relevant commentary regarding how timeframes are being achieved or plan to be achieved.

October started in a great workload position thankfully as October saw strong volumes of applications received and significant leave with school holidays and sickness across the team impacting our coverage. Spring is traditionally when the property market sees more activity and this has been in the LIM space with 312 applications received over September and October. The team have been working hard on efficiencies to have these to our customers as quickly as possible and currently are issuing on an average of day 7. Our PIM/PAs have also seen a recent increase as applications are lodged before a change to the insulation requirements take effect on 3 November. There are currently 48 pending checks with a day 5 timeframe.

RMA Planning Specialist, Yvonne Masfield continues to provide specialist planning support and updates together with commencing some RMA training sessions with the team that will continue into November. There has also been some progress in improving hazard mapping in our LIMs/PIMs and working with NRC on potential contaminated site identification in the region.

Recruitment for two team members is underway. One being a Residential Officer and the other Residential and Commercial. The latter role has been predominately filled by the contractor Planner over the last year, Sarah Horton, whose contract has ended. As workloads continue to challenge timeframes during recruitment an experienced contractor Planner, Melanie Donaghy has been secured, on a short-term contract for flexible 2 days per week from 7 November. Melanie has previously supported the PAT team from the Building Department and is looking forward to the interesting and varied work.

LIM Summary Report

	Within 3 days	Within 5 days	Within 7 days	Within 10 days	> 10 Days	In Progress	Total	Average time to Issue
ISSUED	1	11	59	58	0	0	129	7.23

Figure 5 LIMS issued during October

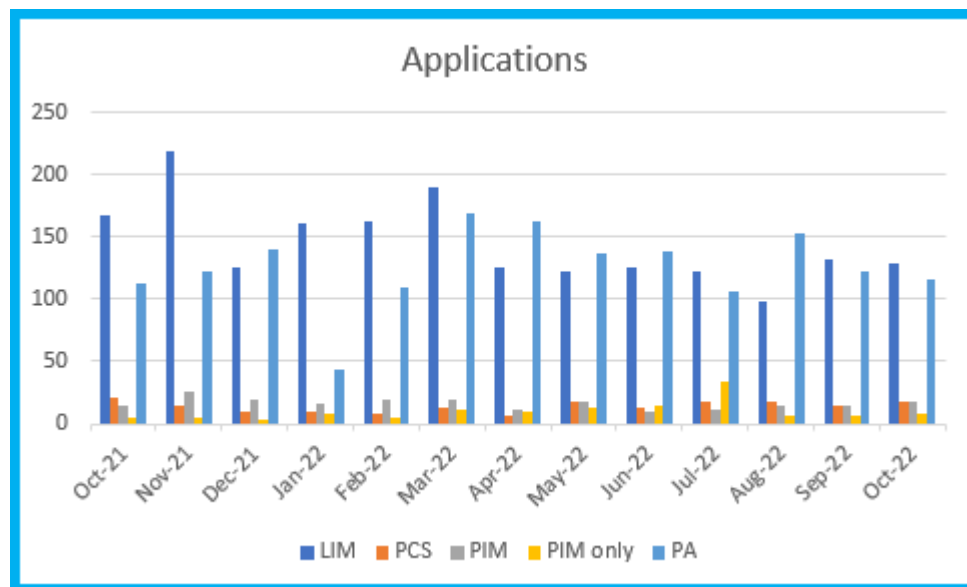


Figure 6 Number of Applicants received per month

i-SITE Visitor Information Centre

Each month the i-SITE reports YOY statistics on visitor numbers, booking revenue and retail revenue. In addition, customer feedback is collected via Google my Business, Customer Radar as well as comments and ratings from manual feedback forms. Other information reported may include staff updates, industry information and other events and/or incidents relating to the i-SITE and surrounding area.

Note: i-SITE was closed due to Covid April to November 2020 and August to November 2021.

Visitor numbers this month: 4891

Bookings: \$811

Net retail revenue: \$3,857

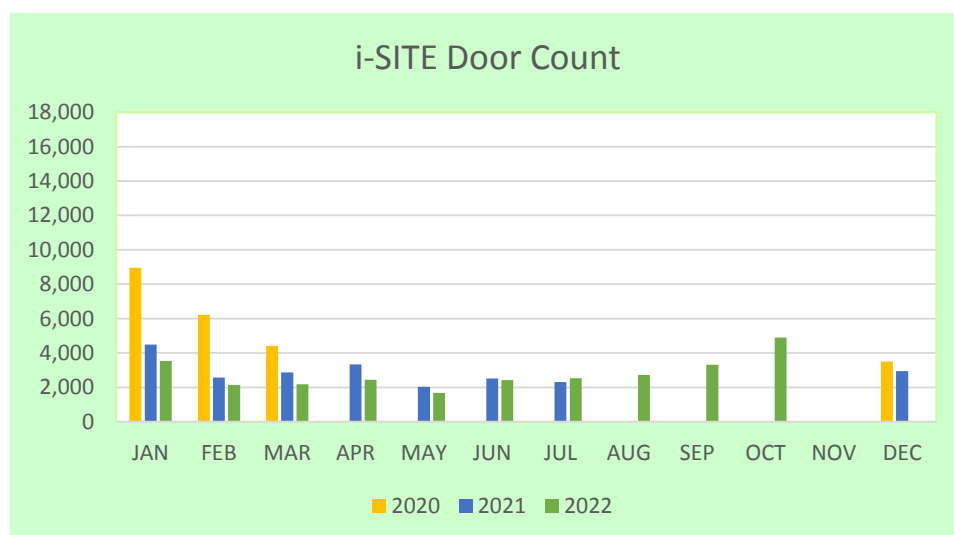


Figure 7 Comparison of visitor numbers

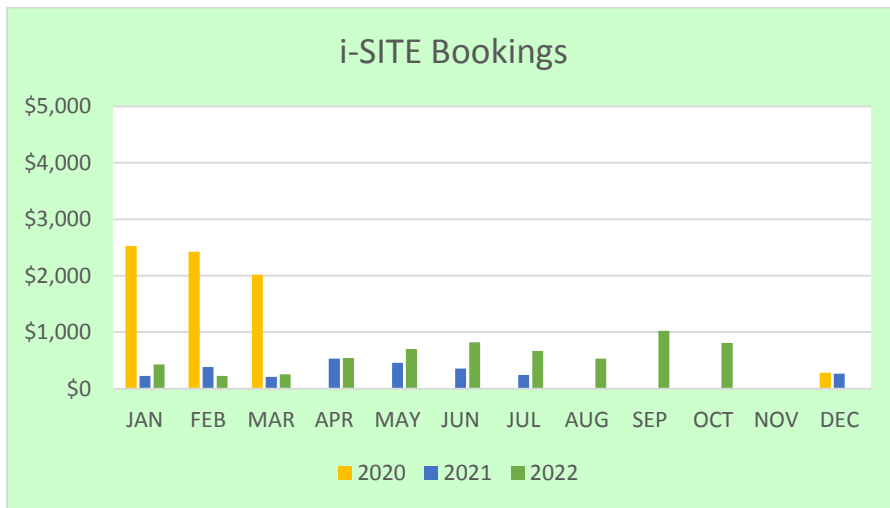


Figure 8 Comparison of bookings made

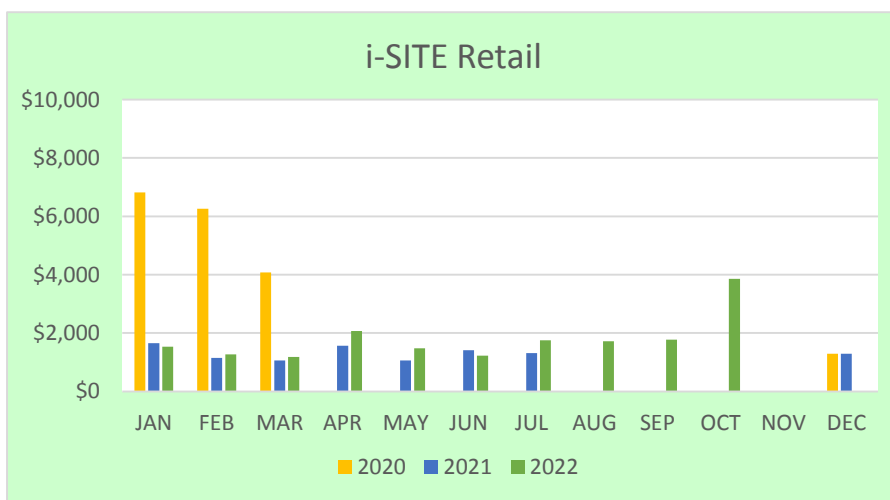


Figure 9 Comparison of Retail Sales

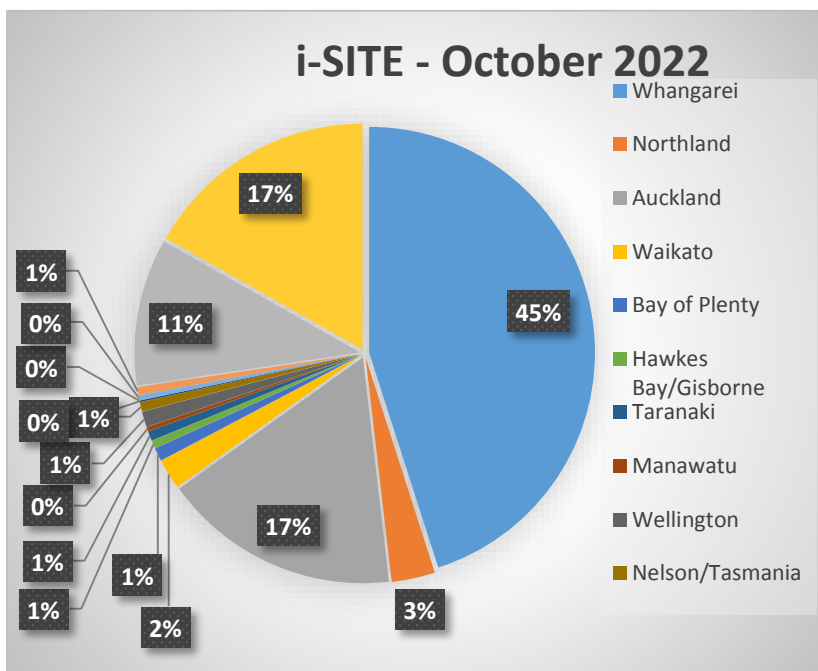


Figure 10 Origins of i-Site Visitors

Origin of Visitors

Almost half of all visitors recorded in October were local, with 17 percent visiting from Auckland - the same percentage from the rest of the country.

Customer Feedback

Google My Business – i-SITE (Rating out of 5)

4.3 ★★★★★ 845 reviews

Note: the above rating also includes reviews given on the closure of the café, public toilets and park which affects our overall score.

“Great place really informative people.”

“Restrooms are in a perfect spot! Plenty of room to stretch the legs and eat if you bought something. There are no eating places on site.”

“Got us a great priced room at nearby motel. Very helpful.”

Manual Feedback Forms

Rating for manual feedback forms this month was 100% (5/5) – when asked “Based on today’s experience, would you recommend the i-SITE to family and friends?”

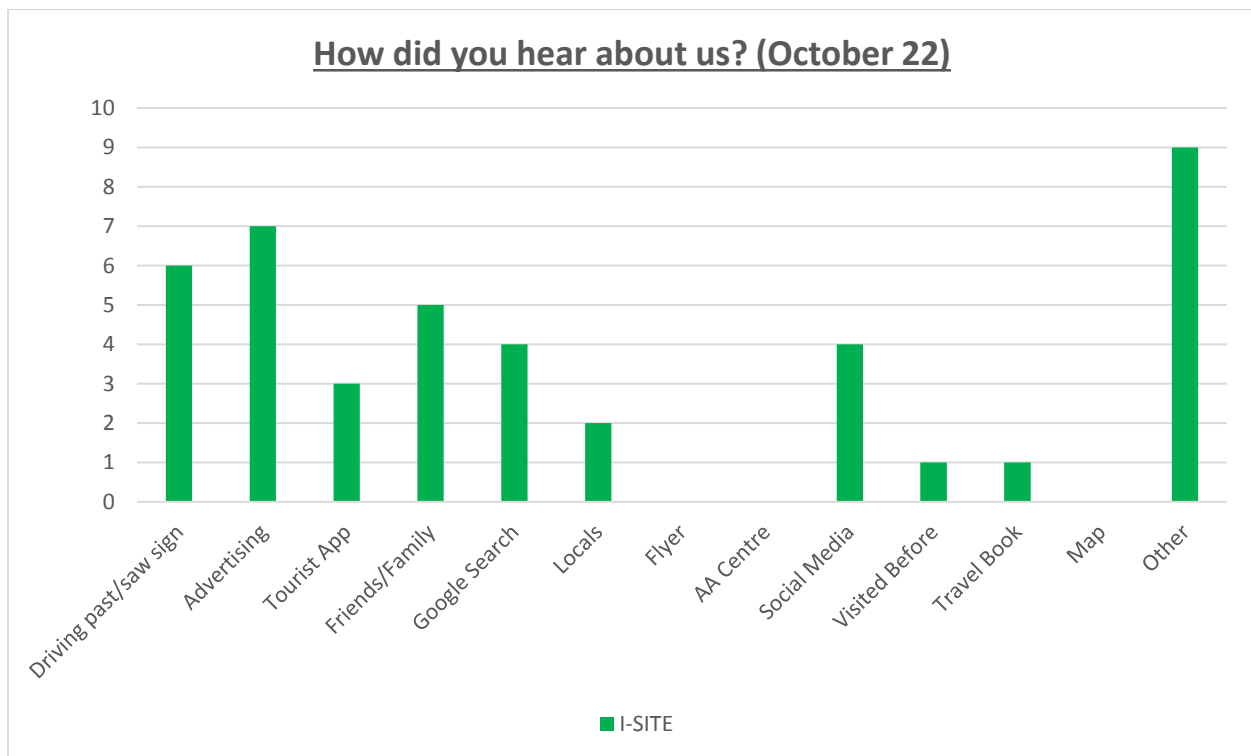


Figure 11 Information channels

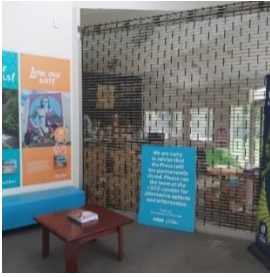
“Luca was extremely helpful as was Joey!”

“Welcoming, kind, and very helpful customer service, thank you 😊”

“Excellent service, beyond expectations!”

“Joey was fantastic! So helpful and friendly.”

Café enquiries



There were **1,006** enquiries recorded for the café for the month of October.

Rest Room Users



There were **10,500** users of the public toilets between 9 am and 4.30 pm for October (up 3,500 from last month).

i-SITE Engagement Hui

On 18 October the i-SITE Team Leader and Customer Services Manager attended the i-SITE Engagement Hui held in Auckland at the Wētā Workshop Uncorked conference room, Sky City Grand. There were approximately 50 delegates, a mixture of i-SITE managers and owners from around New Zealand.

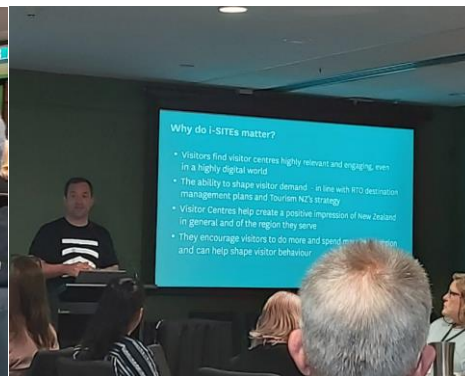
Welcomed by Paul Yeo, led by Bjoern Spreitzer the agenda included:

- National context and strategy update
- Regional context – the i-SITE's role within Destination Management
- The new i-SITE brand - brand brief and context and presentation of new i-SITE brand (undisclosed until end of year)

The hui was also a great opportunity to connect with other i-SITE managers particularly those who operate in Cruise regions. Whangarei have planned to engage further with Napier and Dunedin to gain insight and advice for upcoming Cruise ship visits to Northport in 2024.



Paul Yeo -i-SITE Executive Manager



Bjoern Spreitzer – VIN Inc Chair

Claphams National Clock Museum

We report on the following with a percentage comparison to the same month in the previous year: Visitor numbers, Admission numbers, Admission revenue, Retail revenue, Total revenue. In addition, we provide a breakdown of the number and type of admission tickets sold and pie graphs denoting the country of origin of our visitors.

The museum was open 31 days this October, compared with 20 days in October 2021 when we were impacted by a COVID lockdown, with the figures tracking as follows:

Visitor numbers: 4482 up 607%

Admission numbers: 1056 up 1893%

Admission revenue: \$6557 up 2029%

Retail revenue: \$3399 up 1114%

Total revenue: \$9956 up 1593%

These are, by a significant margin, the best October figures for which stats are available (2017 – 2022).

Family groups were strongly represented, particularly during the school holidays, with 390 people entering the museum on 93 family passes (\$20 per family) with an additional 57 children's tickets purchased (\$4 pp).

The museum also proved popular with couples, with 310 full adult tickets (\$10 pp) sold, and seniors/students with 294 tickets (\$8 pp) sold.

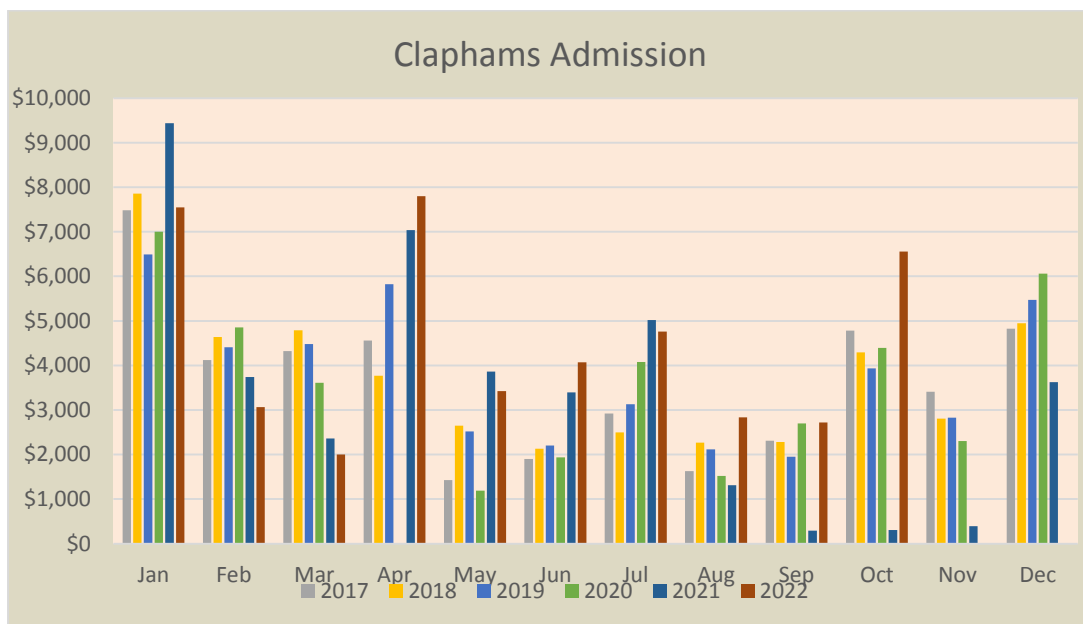


Figure 12 Comparison 6 years admissions by month

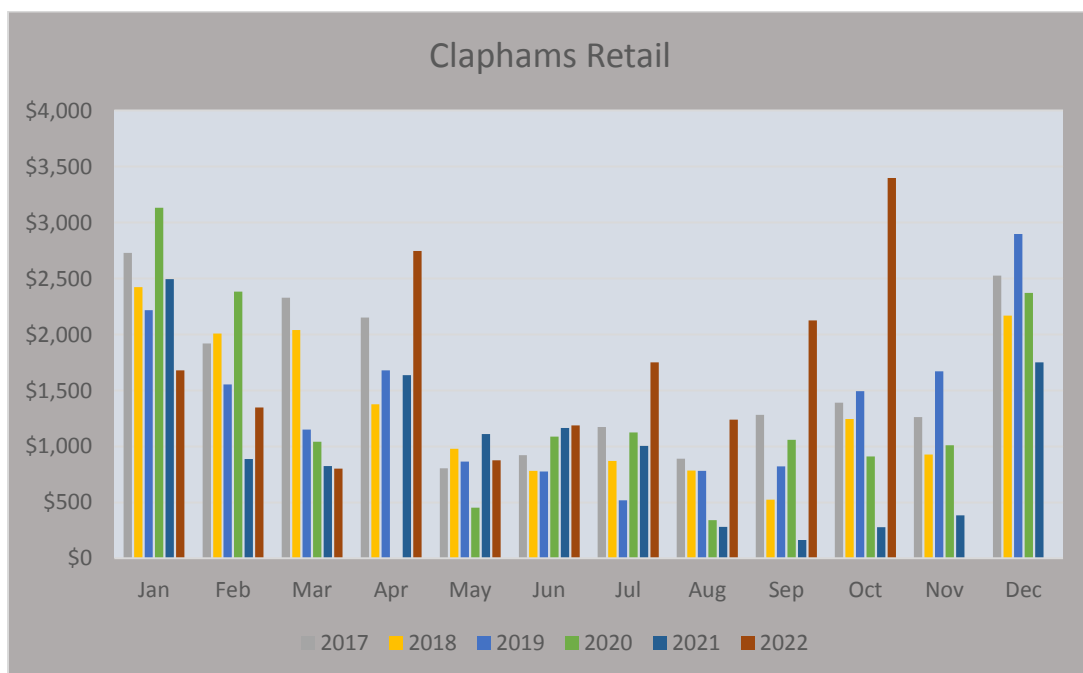


Figure 13 Comparison 6 years retail by month

Library

The library monthly reports contain two major sections with other information included when appropriate. As staff are involved in several events and activities, these are reported on paying particular attention to major events, festivals, and celebrations. Regular meetings such as book clubs and pre-school activity sessions will be reported on periodically. The second part of the reports consist of statistics which record the monthly visitor count and the number of items borrowed as it is these figures which indicate use of the libraries. At times, information on online activity and resources including the website and Wi-Fi usage will be included.

Events

October was a very busy month due to involvement with Whangarei Fringe as well as the delivery of the school holiday programmes.

Gerry and Dusty entertained an appreciative audience using guitars, mandolins, and banjos while Michael Botur's evening promoting the book 'The Devil Took Her' appealed to those of us with a penchant for horror fiction.



Where's Wally

Library staff dressed up as character from the Where's Wally books were out and about in the CBD promoting the Whangarei Fringe activities and events



Human Library

One of the more unusual but highly successful events was the Human Library. This is an international organisation which began in Denmark in 2000 and aims to address people's prejudices by inviting them to talk to those they would not normally meet. The topics were wide and varied covering many aspects of discrimination, stigmatisation and prejudice.



Spring into Summer

The first of the Spring into Summer series of talks held in the May Bain Room attracted a capacity audience who viewed the film Planet Local: A Quiet Revolution which highlighted initiatives to protect and restore local economies, communities and the natural world.

The local Timebank community shared their initiative which involves sharing knowledge, skills and services without exchanging money.



Statistics

The number of items borrowed from all libraries, 59,735, is trending well while the visitor count, 31,078, is climbing steadily toward pre-Covid levels.

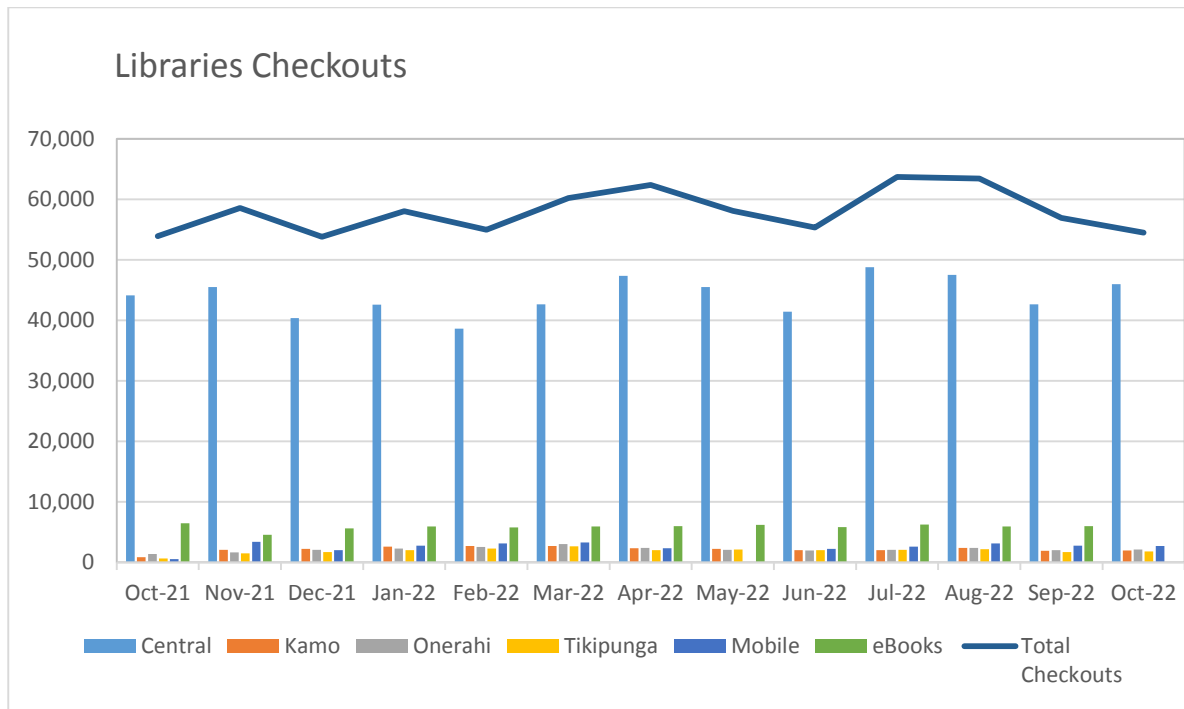


Figure 14 Items borrowed

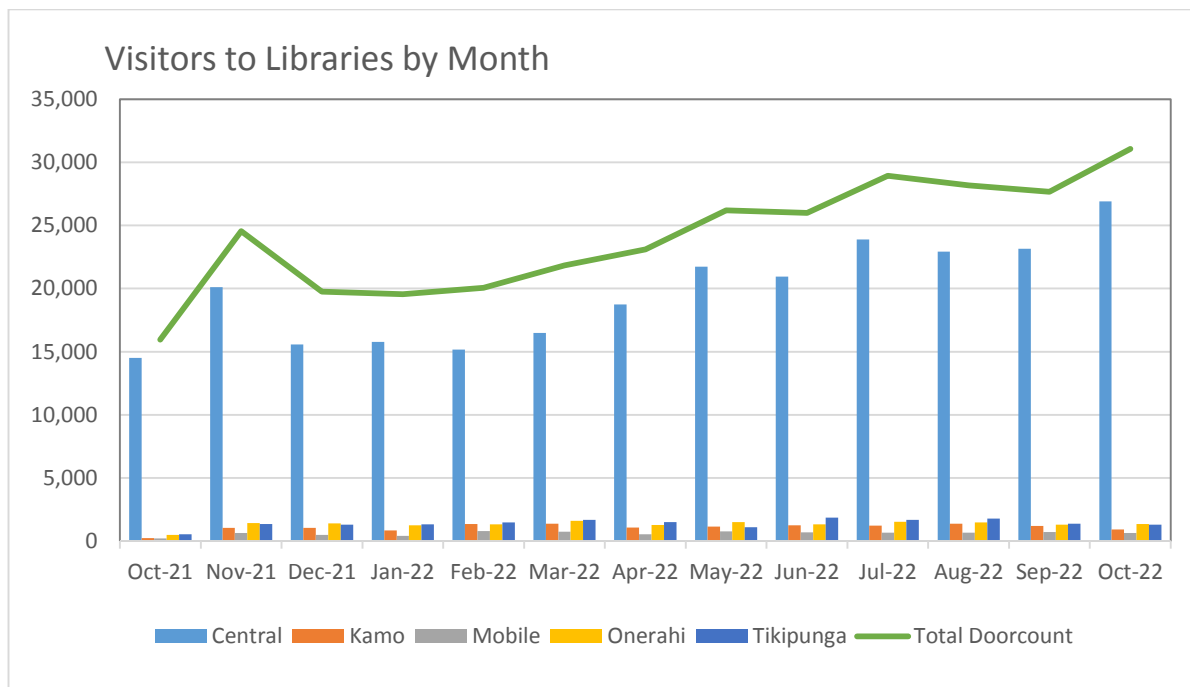


Figure 15 Visitor numbers

Community Development

The Community Development team's monthly report provides information on Community Funding, Council Advisory Groups, the Community Led Projects programme, Community Property and Community Safety. Key milestones that are achieved through collaborative partnerships, such as the Kai Ora Fund are reported on periodically.

Community Funding

Each month relevant community funding rounds that have closed or are opening are reported on. This includes the total number of applicants, the total amount of funding requested and the total amount allocated. On occasion reports may include updates on community projects funded through Community Funding.

Another round of the Creative Communities Scheme was held in October, with 11 applicants received requesting over \$66,000. Approximately \$25,000 was allocated. The third and final round for this financial year will be held in March.

Applications just closed for the Community Facilities Fund, which supports community halls and marae with maintenance and operations, and another round of the Community Fund has also closed. These are being processed and will be considered in December.

Advisory Groups

Each month we report on advisory group monthly meetings and activities. Information includes council projects, plans and strategies that the advisory groups have received, key issues or pieces of feedback from each advisory group's perspective and specific requests from advisory groups.

Disability Advisory Group (DAG)

The group received an update on the Housing Strategy. Actions and priorities for the next 12 months were explained.

The group also received a presentation from Parks and Infrastructure about the Raumanga Valley Reserve. It became apparent that efforts to include accessibility for disabled children fell short of the members expectations. Members made the point that parents and caregivers can also be wheelchair users and the ground and parking needs to be accessible for them to properly supervise children. Lack of funds are a key constraint to developing accessible recreational facilities.

The group also requests that two liaison councillors are appointed to this group - one Māori Ward Councillor and one General ward Councillor.

Positive Ageing Advisory Group (PAAG)

The Positive Ageing Advisory Group received a presentation from Council's new Community Engagement Advisor based in the infrastructure department. Information was provided on this newly established role and its purpose, and a general update on Council projects. Members shared preferred methods of engagement for older adults and key elements to an infrastructure project to ensure older adults needs are catered for.

Silver Festival booklets were distributed to older adults across the district:

<https://www.wdc.govt.nz/Events/Silver-Festival>

<https://www.wdc.govt.nz/files/assets/public/documents/events/silver-festival-2022-booklet.pdf>

The Positive Ageing Advisory Group (PAAG) received further support for the Silver Festival from the Northland Voluntary Welfare Trust for printing extra booklets .

Multi Ethnic Collective (MEC)

The Multi Ethnic Collective had a visit from Mervin Singham, Chief Executive of the Ministry for Ethnic Communities on Friday 28 October 2022. A meet and greet was held with Council and HWM

Vince Cocurullo, followed by a wider meeting with the MEC partners and members at the Whangarei Police Station.

Strategic priorities were shared as well as insights from the members on their experience being a part of the Multi Ethnic Collective.

Members were applauded for their community led collaboration with organisations and government.

Youth Advisory Group (YAG)

The Youth Advisory Group received a presentation about the Lower Waiarohia Loop project. The group want Council to upgrade the nearby bridge on Port Road to improve pedestrian connection between the CBD, the Lower Waiarohia Loop and Okara shopping Centre. The group also received an introduction to Council's new Community Engagement Advisor this month.

The published version of the Youth Survey Report 2022 is now complete. A small run of the survey has been printed and an online version is now available on Council's website.

<https://www.wdc.govt.nz/files/assets/public/documents/community/advisory/yag-survey-report-2022.pdf>

The Youth Advisory Group have requested 2 Liaison Councillors be appointed to the group.

Community Led Projects

Monthly updates on each community being actively worked with under the Community Led Projects programme is reported on. This includes updates on any initiatives and work underway, significant milestones achieved, anything that may hinder progress, and any issues raised as being of importance to each community.

Maungatapere

The Maungatapere Village Inc community website has now gone live. The website was a part of the committee's efforts to improve communications between groups and residents in their community. The website provides a way for our community to support local businesses and community groups, particularly in this post-pandemic period.

It contains local information, events, news and history as well as a community and business directory.

The members are proud that the website covers the wider Maungatapere area, covering Mangakahia Valley, Titioki, Parakao, Kokopu and Tangiteroria as well.

www.maungatapere.nz

Tikipunga

Discussions to be held with Pehiaweri Marae regarding the proper naming of the suburb – Tukua o Punga, not Tikipunga, and designs for signage is well underway/

Onerahi

The Lead Community Led Projects group has been formed. Members are still getting to know each other and to fully understand what is required of them in developing a plan for and with their community.

Waipu

The Waipu Riverwalk Committee have farewelled three core committee members, Wes and Barb Bycroft, and Peter Blanch. Wes and Barb were responsible for organising the planting along the riverwalk and Peter Blanch was lead on getting the riverwalk track (phase one) completed. The Community Development team would like to acknowledge all three members for their contributions and commitment to the riverwalk project, and their community.

Raumanga

Raumanga Community Roopu are currently working towards holding community markets in conjunction with a motorcycle safety event at Te Pūkenga (Northtec), which will be supported by ACC. The group also discussed Council's Placemaking Programme and think that earlier engagement in this programme is necessary to ensure positive outcomes for the Raumanga community. The group feels that the suburb is under-resourced in terms of access to amenities and is often subject to significant central government development projects.

Community Property

Each month the pensioner housing waitlist, new tenancies, unit refurbishments and upgrades to our pensioner housing villages are reported on. Updates on works undertaken on the six council-owned community halls and four council-owned community facilities are also provided.

Pensioner Housing

The single bedroom waitlist reduced to 18, this figure includes bedsits. The two-bedroom waitlist remained at 14.

Ngunguru Hall

External painting works completed.



Community Safety

Community safety reporting covers monthly updates on the CitySafe programme, statistics relating to anti-social behaviour and by-laws breaches, day and nighttime issues, graffiti, and staff safety. Information is also provided on overall trends that are emerging regarding community safety.

For the September period, the CitySafe Community Officers have continued to provide an ambassadorial presence focusing on monitoring a relatively small group of youths for truancy, antisocial behaviours and bylaw offending in the inner city – accounting for 46% of all reported activities during the day. They are also dealing with a few men who are continuing to live under the Walton St and Railway Road bridges and dealing with males (predominantly) for breaching the liquor bans in the Inner City and Town Basin areas.

Although not within the role of Council's community safety brief, vehicle "ram-raids," or "smash and grabs" on commercial premises continued to be reported for CCTV reviewing. This offending appears, mostly, to be carried out by out-of-town youths. There continues to be an increase in graffiti vandalism city-wide, with some instances being captured on CCTV and reported to Police.

The joint Council and Chamber of Commerce-led working group has been on hold during the election process and is expected to resume work with police, government and non-government youth agencies, to look at solutions to mitigate youth antisocial behaviours. Similarly, the Northern Regional Council held a meeting in September to address youth antisocial behaviour, damage and assaults occurring on public transport and at the Rose Street Bus Stop, and were looking to provide additional school busses to the suburbs, in an effort to keep students from congregating in the city centre. They are also looking to partner with the District Council's Working Group on youth antisocial behaviour.

CitySafe Anti-Social Behaviour (ASB) Monthly Totals

The overall antisocial behaviours reported for September increased significantly (25%) since July, with increases in breach of liquor ban and damage, disorder, drunkenness, fighting and youth gang reporting, with youths accounting for 34% of all reported antisocial behaviour for September.

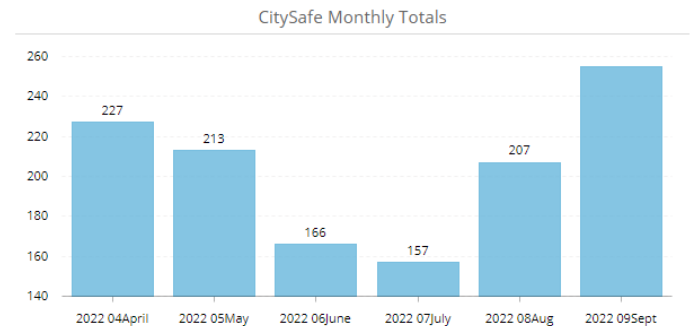


Figure 16 CitySafe Anti-Social reported behaviour

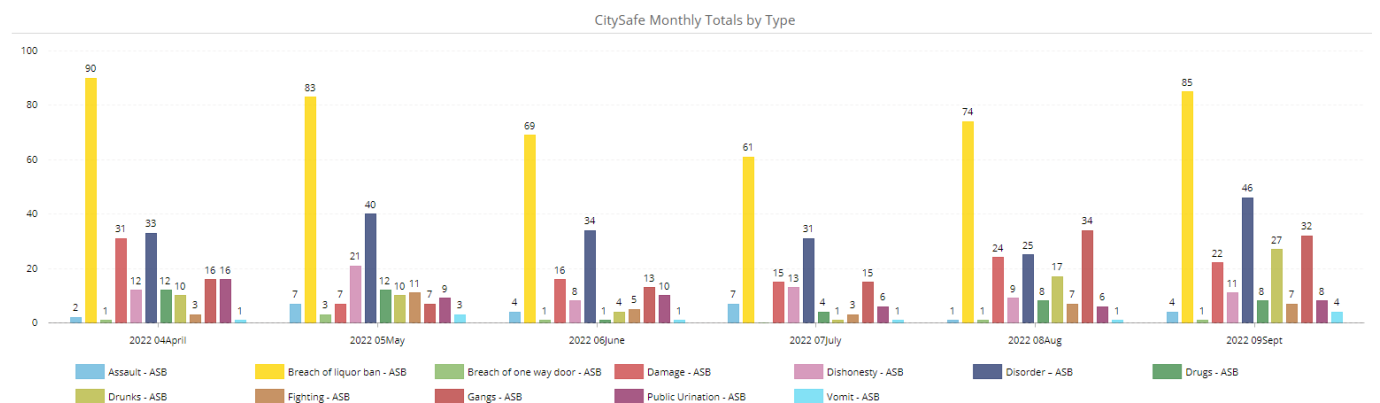


Figure 17 Types of incidents reported

CitySafe Bylaw and Community Safety Totals

With the warmer weather, there has been a 27% increase in bylaw and general reporting for September, over the 6-month low that was reported in July, with increases in abandoned shopping trolleys, assists, homeless, mental health, safety, suspicious activity, truancy checks and truants, and an increase in the total number of youths being reported. The Community Officers continue to do welfare checks on a small group of homeless people (some with mental health conditions) in the inner city, who are currently living under the bridges in Walton Street and Railway Road. The officers ensure that people have been connected with Open Arms and the Ministry of Social Development.

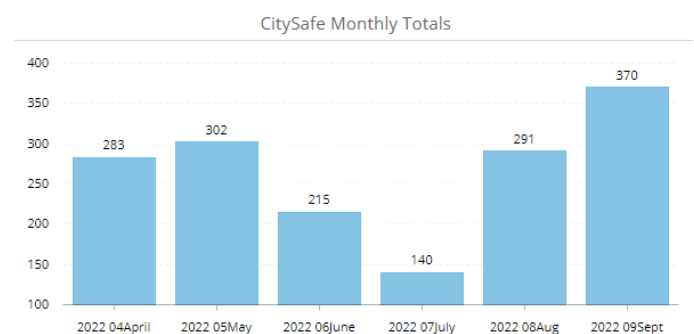


Figure 18 Bylaw and Community Safety totals

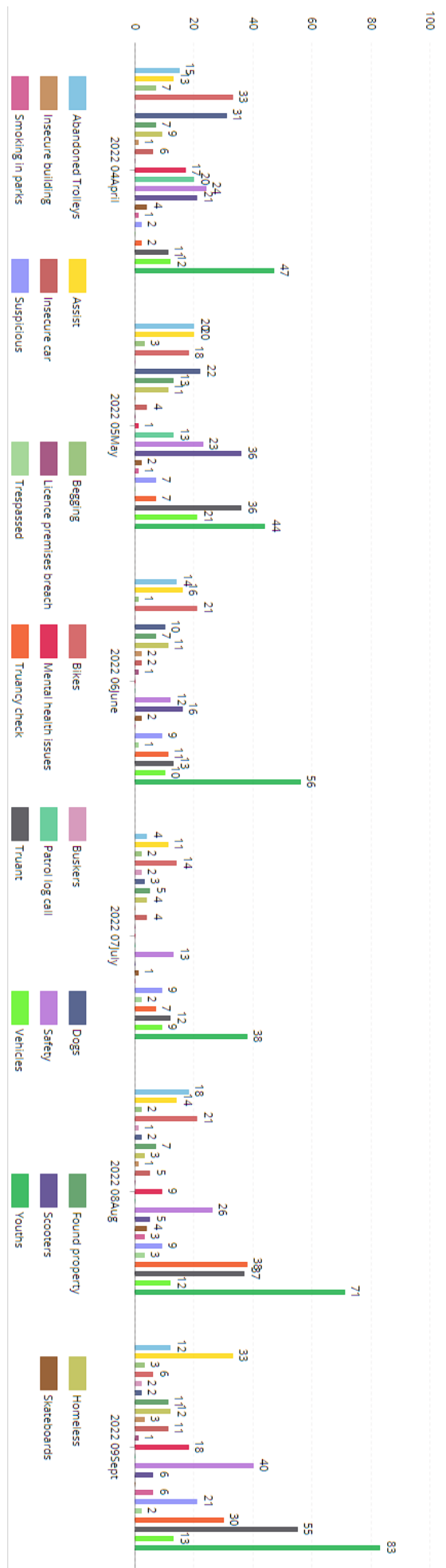


Figure 19 Bylaw and Community Safety incidents by type

Daytime Issues

Approximately 51% of reported antisocial behaviour is occurring during the day for the reporting period, of which, 34% is attributed to youths. This is predominantly attributed to a small group of youths who are continuing to engage in antisocial behaviours across a range of offending; as well as a small number of people known to the Police for breaching the liquor ban and being intoxicated during the day, with 25 (22%) of the 112 reported breach of liquor ban and drunkenness offences, occurring during the day in the Inner City.

Night-time Issues

The night-time reporting accounts for 49% of reported antisocial behaviours recorded for the reporting period, with one youth reported for night-time offending. The vibe at night continues to be relatively good, but the last weekend of September saw a spike in antisocial behaviours that took the average vibe to 6.8 (cautious) for the month. The slight increase in overall breach of liquor ban offending was reflected in the number of bottles (259) picked up, as compared to the previous month (161).

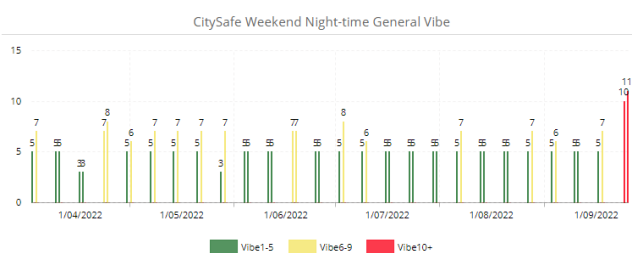


Figure 20 Weekend Night time vibe rating

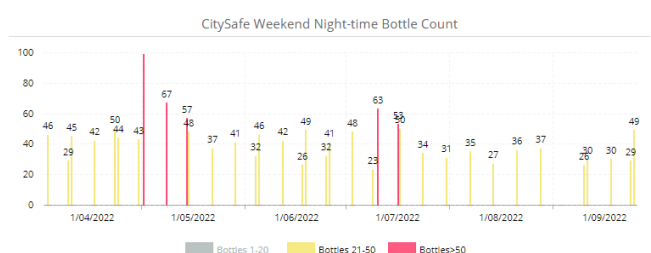


Figure 21 Weekend nighttime bottle count

Graffiti

After a long break, the Stop Tags Database is now being used by the Parks Department contractors for graffiti removal that shows 180 tags removed for the period across 91 jobs, with one prolific tagger captured on CCTV and reported to Police through the CCTV Activate Programme. 3 girls were reported for tagging in the Central City Carpark by the CitySafe Community Officers, with one of the girls assaulting the female Community Officer who was following the group until the Police arrived.

Staff Safety

The Community Officers continue to safely deal with antisocial behaviours occurring in the inner city and Town Basin areas, reporting 7 incidents for the period, with the one incident above, involving a minor assault on the community officer.



**THE BEST IN
WOMEN'S RUGBY
IS COMING TO
WHANGĀREI**

Venues and Events (V&E)

Venues and Events Whangārei, as part of the Whangarei District Council, manages, operates, and promotes Forum North Entertainment Centre while managing a portfolio of community events, permits for events in our park spaces and supporting community events through marketing, advise and support. Our team also plans, manages, operates, and promotes major events for the District.

October 2022: Wow what a month! Whangarei hosted a plethora of world class events, exhibitions, markets, and the very best in women's rugby. With the Fringe Festival and RWC2021 played in 2022, the city punched well above its weight offering our local, national, and international visitors an opportunity to view our region as a vibrant entertainment hub.

The teams of people who have made the RWC2021 a success is a testament to the city and the council organising team who all worked diligently across networks to make sure the city shone, From flags to festivals, from parks to gardens, from roads to rubbish, there was not part left behind in this united effort.

The stadium team did an exceptional job at assuring the stadium performed at an international level and many other events through out the city assured our visitor were delights and entertained.

Community engagement was exceptional throughout October with opportunities to host and encourage hosting for all our communities to engage with the RWC2021 and events during October. Through community engagement the aim is to foster and continue to develop good community events outcomes and development of capability for community driven events for the region.

November events see the swearing in of our new council, the launch of the 2022 Silver Festival, the Lions Fireworks spectacular, night markets, artisan markets and a full month of theatre performances for Forum North including a tribute to Abba, the world of Musicals and several comedy and community performances along with some larger scale business events with the LGNZ and Maori Health symposium all aiming to drive economic development into the city.

December sees the Venue and Events team ramping up for Christmas organising our Santa's grotto, Giant Christmas trees and Christmas at Pohe Island our City Christmas celebration on 17 December 2022 4.30pm -9.30pm at the Northland Rugby Grounds, William Fraser Memorial Park, Pohe Island



Event Operations

Venue and Events Operations went well for October with new resources supporting the team well.

Capex: No Capex spend for October due to RWC

Venue: **Forum North** the Cafler Suite, Bounty and Kitchen being fully utilised for all 31 days of October with Different Rugby Teams coming and using the space. Including the Canadian, the Australian and the Welsh teams.

The Theatre saw the Forum North Trust Fundraising event raise \$17K towards the new theatre. Fringe festival saw two circus aerial shows and a short film night which was well attended. A sold-out international comedy performance, A cultural performance for the Festival of Lights as well as a one-woman touring show performed by Helen Moulder were all hosted along with two WDC Events as well as our usual Film Society Nights.

November will bring a lot more use of the Expo Hall with many large public and private events, such as the Mayoral Swearing in Ceremony, The Westpac Business Awards, LGANZ, Maori Health Symposium, two other smaller conferences and two Christmas events.

Our Bougainville theatre will host Comedian Pax Assadi, a touring Abba Tribute show, Whangarei Academy of Performing Arts end of year show and the long-awaited World of Musicals touring performance.

Community Events

V&E kicked off October with the opening of the RWC as well as the Clapham's Clocks 60th Birthday and Fringe Festival community events.

V&E worked alongside the WDC Clapham's Clocks and Customer Services team to put together an event for the community to celebrate the museums 60th birthday. The event included activation by local station NZME, Circus Kumarani and Sparkle's Enchanted Faces (face painting). The Clapham's event was labelled a success by all involved, email feedback received from NZME stating; 'It was honestly so much fun, the team had fun and it was a cool day out for everyone! Runsheet, H&S, MC Notes and everything were perfect! Thanks so much for having us and can't wait to work alongside you and the team for more awesome community events in the future!!'

Rugby World Cup 2021 played in 2022, WOW what a wonderful, exciting launch to bring our communities out of covid. Three successful match days and a quarter final played in Whangārei bringing vibrancy, people and community together in a wonderful synergy. Each match day incorporated a fan trail for those attending to walk from Whangārei's CBD past the recently painted RWC murals, through the beautiful Pūtahi Park and along the Hātea Loop to the Stadium, encountering activations run in partnership with MoreFM Northland.





V&E also celebrated and supported the Fringe Festival this month with over 100 community events being held as part of this festival, our Clapham's event being part of this as well as multiple events were held in the Forum North Theatre. V&E also providing Marketing support for the Fringe festival helping to drive vibrancy into our city.








Forum North V&E Social Media Page Stats Overview

Page overview

Discovery



 Post reach	5,049
 Post engagement	1,491
 New Page likes	6
 New Page followers	16

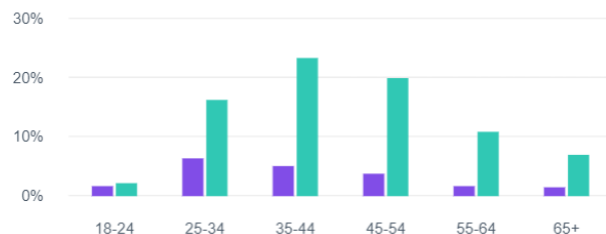
Interactions

 Reactions	57
 Comments	13
 Shares	16
 Photo views	577
 Link clicks	39

Audience

Age and gender

 Men	20.20%
 Women	79.80%





Top post


[See all](#)

Last 28 days

Boost this post to reach up to 69 more people with every NZ\$11 that you spend.



 Calling all community stall holders and performers!  The Whangarei District Council a...

2 November at 19:00 · 

Post impressions
1,668

Post reach
1,588









Post engagement
117

Endless Summer - Whangarei Events Page






Page overview

Last 28 days

Followers: 1,988



 Post reach 	929
 Post engagement 	226
 New Page likes 	28
 New followers 	42

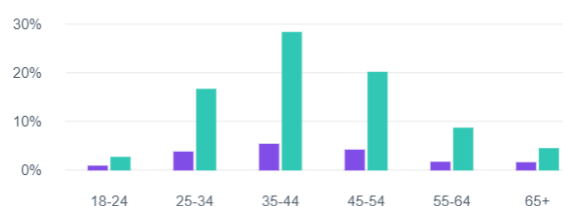
Interactions

 Reactions	43
 Comments	13
 Shares	10
 Photo views	12
 Link clicks	11

Audience

Age and gender

 Men	18.10%
 Women	81.90%



Top post


[See all](#)

Last 28 days

Boost this post to reach up to 172 more people with every NZ\$11 that you spend.



!! REGISTRATIONS ARE NOW OPEN !! If your event is happening in the Whangarei District between ...

4 November at 15:19 · 

Post impressions
595

Post reach
544

Post engagement
179

RESOLUTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

1.	The making available of information would be likely to unreasonably prejudice the commercial position of persons who are the subject of the information. {Section 7(2)(c)}
2.	To enable the council (the committee) to carry on without prejudice or disadvantage commercial negotiations. {(Section 7(2)(i))}.
3.	To protect the privacy of natural persons. {Section 7(2)(a)}.
4.	Publicity prior to successful prosecution of the individuals named would be contrary to the laws of natural justice and may constitute contempt of court. {Section 48(1)(b)}.
5.	To protect information which is the subject to an obligation of confidence, the publication of such information would be likely to prejudice the supply of information from the same source and it is in the public interest that such information should continue to be supplied. {Section 7(2)(c)(i)}.
6.	In order to maintain legal professional privilege. {Section 2(g)}.
7.	To enable the council to carry on without prejudice or disadvantage, negotiations {Section 7(2)(i)}.

Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.

Note:

Every resolution to exclude the public shall be put at a time when the meeting is open to the public.